Procurement of Medical Products in the „AEMP“* 

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* Processing Unit for Medical Devices
„Introduction“

- Procurement
  - Definition of the term „logistics“
    - The correct Goods
    - In the correct Quantity
    - In the correct Quality
    - At the right Time
    - In the right Place
„Legal basis“

  - Purchase contract awards act
    - Pharmacy Law
    - Medical Products Law
    - Standards
    - Guidelines
  - Purchase Contract Awards Act / Award of Contract
„Legal basis“

- Contract placing
  - Conformity / Medical Device Act
  - Testing of Products
  - Direct Awards of Contract
  - Purpose
„Procurement types“

- Operational Procurement
- Strategic Procurement
- Inventory Procurement
- Individual Procurement in case of Need
- Disposal- or fabrication synchronal Procurement „just in time“
„Quality Management“

- Procurement Processes
- Forms, Checklists, Clearing of Complaints
- Minimum Stock / Maximum Stock
- Prozess Description of the Controls
- Ecological View / Waste Management
„Procurement Process“

[Diagram showing the procurement process with steps such as Bedarfs-ermitzung, Bestandskontrolle, Budgetfreigabe, Lieferantenauswahl, Bestellung, Zahlungsabwicklung, Wareneingang.]

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„Analysis of Needs“

- Procurement of Equipment
  - Laws and Standards
  - Communication
    - Team of the Processing Unit for Medical Products
    - Hygiene team
    - Technician etc.

- Reprocessable MP
  - Instruments
„Analysis of Needs“

- Packing Material
  - EN ISO 11607
- Cleaners, Disinfectants
  - ÖGHMP
  - VAH (formerly DGHM)
- Agents for Instrument Care
  - Provided for Steam Sterilisation
    - Penetrable for Steam
„Analysis of Needs“

- Textiles
  - Chemical-proof
  - Heat-proof
- Documentation
- Analysis of Training Requirements
  - Austria: Medical Products Law § 94
Investments – Budget planning

- Planned Strategic Changings
  - Effects
- Analysis of Needs in Time
  - Specific Equipment
„Choice/Evaluation of Suppliers“

- Accurate Analysis of Needs
  - Detailed Specification
  - Which Criteria
- Strategic choices
- Professional consultation
- Service
- Handling of complaints
„Order“

- Article, Amount, Date, Location
- Frame contract
  - Handling of Complaints
  - Which Form
  - Which Way
  - Authority to sign
„Stock Receipt“

- Definition of the Authorized Person for the Receipt
- Receiving Controls
  - Completeness / Damage
  - Accordance with the Order
  - Goods which must be stored cool
  - Delivery of Machines
    - Control of Documents
    - Acceptance by an Independent Testing Laboratory
    - Training of Employees etc.
„Payment execution“

- Goal should be:
  - In Time
  - Accurate Execution
- Definition of Further Treatment
  - Accompanying Papers
- Procedure in case of damages
Danke für Ihre Aufmerksamkeit!
Thanks for your attention!
Merci pour votre attention!
Grazie per la vostra attenzione!