



MILLFLOW

Prescriber Portal Guide

Peripheral store issue to
client

Peripheral store issue to client

David Personage 083 (083DavidP) **PREPRODUCTION** No service user selected Choose service user Clear

Welcome to Community Equipment Services

Service user management
View

Browse catalogue
View

Information centre
View

Newsflash

Create newsflash

David P first edition
15/01/2025
By: 083DavidP
Our first review of the New Flash function
[Read More...](#)

Alert
13/02/2017
By: 083DavidL
Alert
[Read More...](#)

Notes

A – Select SERVICE USER MANAGEMENT

Peripheral store issue to client

.. (083Test) **DEVELOPMENT** No service user selected Choose service user Clear

Search for service users

Service user ref Forename Surname

Service user ref Forename Surname

Advanced Options Search

Notes

You have 2 default options

B – Input the Service user ID, if known

OR

C – Input Forename &/or Surname

D – When details input to fields A or B, then Click SEARCH

Peripheral store issue to client

Search for service users

Service user ref: Forename: Surname:

Advanced Options Add new service user Search

Results: 28 service users Found

Items per Page: 6

Ref: 100030343 Other Yimfrpp Pragmen Pykwoox Bkxaxie Inccioc MK43 OZA 21/12/1945 Select service user	Ref: 100049633 Other Uvrxbmfr Precjsn Tavphrg Nsnbmtv Lhbmuca PH13 9AN dd/mm/yyyy Select service user	Ref: 100053454 MS Uahwbvl Pprkncx Xaixano Xlknwqu Ovyjdli CM20 9SE 05/10/1924 Select service user	Ref: 100056018 Other Iytprai Pirosym Xsilmqb Bymiqmi Opaktqr S66 1FP 06/09/1919 Select service user
Ref: 100056665 MRS Ygultmab Prkqkqn Cacsyig Inragab Mtyvtvw SL2 3PP 14/04/1940 Select service user	Ref: 100064872 Other Dtyutbp Prgmigd Pbdunai Pjxrji Solimyy HAB OPF 08/08/1922 Select service user		

First Previous Page 1 of 5 Next Last

Notes

E – Millflow will now return the closest matches to the search details input

You can now review all records returned by clicking on [Select service user](#) on each tile

Peripheral store issue to client

Mr David Parsonage More Information & Edit Client

Service user reference: 102708153

Service User details Other Contact Information

Date of birth
16/09/1970

Age
54 year(s) 4 month(s) 17 day(s) old.

Title
Mr

Address
1 Furtherwood Road
Oldham
OL1 2PA

Primary contact number
01234567890

Mobile phone number

Email

Automated Notifications Opt In
Yes

Delivery Collection Repair Peripheral Store Trusted Assessor

On-Site Equipment View

On-Site History View ✓

Pending Orders View

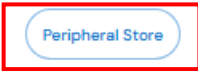
PPM History View

Alerts View

Feedback View

Documents View

G



Notes

G – Click on the PERIPHERAL STORE button

Peripheral store issue to client

The screenshot shows a web application interface for creating a 'Peripheral Store Order'. At the top, there is a header with the user's name 'David Parsonage (083DavidP)', a 'PREPRODUCTION' status, and the text 'Ordering for: Mr David Parsonage'. Below the header, there are two buttons: 'Issue from Peripheral Stores List' and 'Issue by PUK Number', both of which are highlighted with a red box. Below these buttons, there is a 'Peripheral Store' dropdown menu with the value 'Peripheral Store Example'. Below the dropdown menu, there are two red vertical lines labeled 'H' and 'I'. Below these lines, there is a message 'You are creating an order for Mr David Parsonage' and a 'Change service user' button. Below the message, there is a 'Speed:' dropdown menu with the value 'PStore to Client'. Below the speed menu, there is an 'Issue Type:' dropdown menu with the value 'Please Select'. Below the issue type menu, there is a 'Target Date:' field with the value '06/02/2025 14 : 08'. At the bottom right, there is a 'Place Order' button.

Notes

You are now presented with 2 options

H – ISSUE FROM PERIPHERAL STORES LIST

I – ISSUE BY PUK NUMBER

Peripheral store issue to client

Option H – Issue from peripheral stores list

David Parsonage (083DavidP) PREPRODUCTION Ordering for: Mr David Parsonage Mr David Parsonage Clear

Peripheral Store Order

Peripheral Store: Peripheral Store Example

Material	Stock Description	PUK	
CES15007-0079	General - Derby Half Step - 66091	82725679	<input type="checkbox"/>
CES15007-0079	General - Derby Half Step - 66091	86741316	<input type="checkbox"/>
CES15007-0079	General - Derby Half Step - 66091	86804257	<input type="checkbox"/>
CES15007-0079	General - Derby Half Step - 66091	86804264	<input type="checkbox"/>

You are creating an order for Mr David Parsonage [Change service user](#)

Speed: PStore to Client

Issue Type: Please Select

Target Date: 06/02/2025 14 : 26

[Place Order](#)

Annotations: J (Peripheral Store), K (Table), L (Scroll arrows), M (PUK checkbox), N (Issue Type), O (Place Order)

Notes

J – Select your Peripheral Store from the drop-down

K – Millflow then presents you with a list of all items showing in the store, with PUKs.

L – You can use the scroll arrows to move up & down the list

M – Flag the line with the PUK you are issuing to the client

N – Select the appropriate ISSUE TYPE from the drop-down

O – Click on PLACE ORDER to issue the item to the client

Millflow returns the below screen confirming order placed successfully & order number

David Parsonage (083DavidP) PREPRODUCTION Ordering for: Mr David Parsonage Mr David Parsonage Clear

Peripheral Store Order

Peripheral Store: None

You are creating an order for Mr David Parsonage [Change service user](#)

Speed: PStore to Client

Issue Type: Facilitate Hospital Discharge

Target Date: 06/02/2025 15 : 05

Order created successfully.
Delivery to Client Order Number: 94802703

[Place Order](#) [Print this Order](#)

Peripheral store issue to client

Option I – Issue by PUK Number

The screenshot shows a web form titled "Peripheral Store Order". At the top right is a "Back" button. Below the title, there is a "Peripheral Store" dropdown menu with "None" selected, indicated by a red arrow and the letter "P". Below that is a "PUK Code" input field with the placeholder text "Enter Puk Code Here", indicated by a red arrow and the letter "Q". To the right of the PUK Code field is an "Add" button, indicated by a red arrow and the letter "R". Below the form fields, there is a message: "You are creating an order for Mr David Parsonage" with a "Change service user" button. At the bottom, there are dropdown menus for "Speed:" (set to "PStore to Client") and "Issue Type:" (set to "Please Select"). Below these is a "Target Date:" field with a date picker showing "06/02/2025" and a time picker showing "15 : 13". At the bottom right is a "Place Order" button.

Notes

P – Select your Peripheral Store from the drop-down

Q – Input the PUK NUMBER in this field

R – Click the Add button

MILLFLOW will respond in one of two ways

Option 1 – IF THE PUK YOU INPUT IS IN THE STORE - SEE PAGE 9

Option 2 – IF THE PUK YOU INPUT **IS NOT** IN THE STORE – SEE PAGE 10

Peripheral store issue to client

Option 1 – PUK Number is in the store

The screenshot shows the 'Peripheral Store Order' form. At the top right is a 'Back' button. Below the title, there is a 'Peripheral Store' dropdown menu with 'Peripheral Store Example' selected. A 'PUK Code' field contains '86804257'. An 'Add' button is on the right. A red box highlights the item 'CES15007-0079 - General - Derby Half Step - 66091 (86804257)'. A red arrow labeled 'S' points to this item. Below the item, it says 'You are creating an order for Mr David Parsonage' with a 'Change service user' button. The 'Speed' dropdown is set to 'PStore to Client'. The 'Issue Type' dropdown is set to 'Please Select' and is highlighted with a red box. A red arrow labeled 'T' points to this dropdown. Below it is a 'Target Date' field with '06/02/2025 15 : 29'. A red arrow labeled 'U' points to the 'Place Order' button at the bottom right.

Notes

S – Millflow has placed the item you selected in the basket

T – Select the appropriate ISSUE TYPE from the drop-down

U – Click on PLACE ORDER

Millflow returns the below screen confirming order placed successfully & order number

The screenshot shows the confirmation screen for the 'Peripheral Store Order'. At the top, it says 'David Parsonage (083DavidP) PREPRODUCTION' and 'Ordering for: Mr David Parsonage'. There are 'Mr David Parsonage' and 'Clear' buttons. A 'Back' button is at the top right. The 'Peripheral Store' dropdown is set to 'None'. It says 'You are creating an order for Mr David Parsonage' with a 'Change service user' button. The 'Speed' dropdown is set to 'PStore to Client'. The 'Issue Type' dropdown is set to 'Facilitate Hospital Discharge'. The 'Target Date' field shows '06/02/2025 15 : 05'. A red box highlights the message: 'Order created successfully. Delivery to Client Order Number: 94802703'. Below this are 'Place Order' and 'Print this Order' buttons.

Peripheral store issue to client

Option 2 – PUK Number **is not** in the store

Peripheral Store Order

Peripheral Store
Peripheral Store Example

PUK Code
123456789

Add

PUK could not be found, please select an item from below list by selecting the 'Add' button. Once selections have been made click Place Order

V

Material	Description	Add
CES15007-0079	General - Derby Half Step - 66091	<input type="checkbox"/>
CES15011	Buckingham Walking Frame Caddy - AA8389	<input type="checkbox"/>
CES15700	Trolley - 275	<input type="checkbox"/>
CES21001	Sling - Un Fast Fit Poly - Med - Pre con	<input type="checkbox"/>
CES21385-0083	Sling In Situ Medium SL 1092	<input type="checkbox"/>
CES21706-0425	Sling -Med Deluxe Support Poly - 8H1400	<input type="checkbox"/>
CES21707-0425	Sling - Large Deluxe Support Poly 8H1300	<input type="checkbox"/>
CES21711	Sling - Standing - Medium - EKR003	<input type="checkbox"/>
CES22238-0728	Slide Sheet - 4 direction Satin slide draw sheet 147 x 140 cm - IM4115S	<input type="checkbox"/>
CES22249-0728	Slide Sheet - 2 way Maxi Satin Slide base Sheet IM4107S	<input type="checkbox"/>
CES22266-0728	Safety Strap & Sleeve – Raiser belt for Molift, L/XL - 82965	<input type="checkbox"/>
ces22272-0121	Transfer - Molift Raiser Pro - 16090204	<input type="checkbox"/>
CES22702	Boomerang Board - AA8835	<input type="checkbox"/>
CES22708	Slide Sheet 145 x 71cm - LOCO-002X	<input type="checkbox"/>
CES22709	Slide Sheet 72 x 70cm - LOCO-012	<input type="checkbox"/>
CES22710	Slide Sheet 122 x 100cm - LOCO-003X	<input type="checkbox"/>

W

Notes

V – Millflow now shows you a list of all material codes available in the store

W – When you have found the equipment type you are issuing flag the box on that row

You now need to scroll down to the bottom of the page

You are creating an order for Mr David Parsonage [Change service user](#)

Speed:
PStore to Client

Issue Type:
Please Select

Target Date :
06/02/2025 16 : 25

Place Order

X

Y

Notes

X – Select the appropriate ISSUE TYPE

Y – Click on PLACE ORDER

Peripheral store issue to client

Speed:
PStore to Client

Issue Type:
Facilitate Hospital Discharge

Target Date :
06/02/2025 16 : 25

**Order created successfully.
Delivery to Client Order Number: 94802706**

Place Order Print this Order

Notes

Millflow returns the above screen confirming order placed successfully & order number