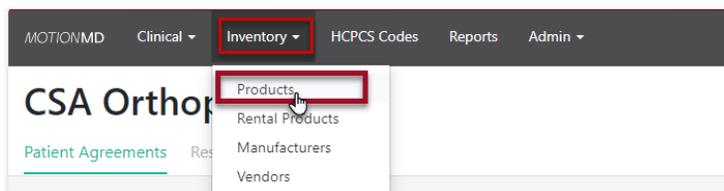


## MARK AN ACCOUNT LEVEL PRODUCT OR INVENTORY ITEM TO OBSOLETE OR PHASE OUT

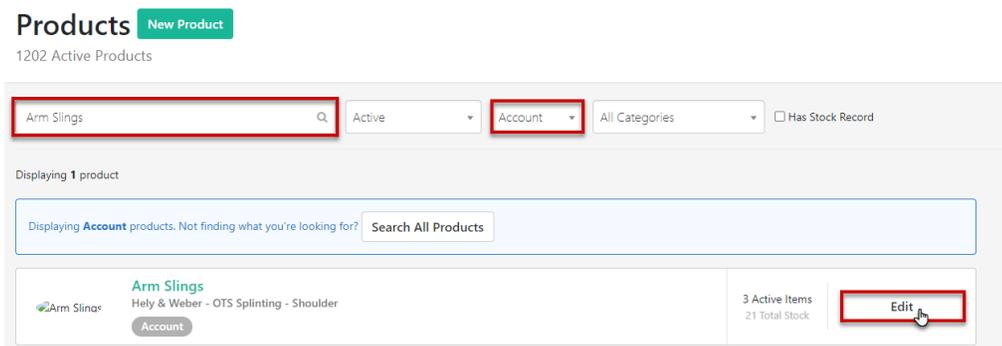
An admin user is now able to set an account level product or inventory item as phase out or obsolete. When a Product is set to either Phase Out or Obsolete, ALL Inventory Items under that Product will be set to the same Status. If a specific SKU or Size is on Phase Out or Obsolete and not the entire Product line, the status can be updated at the SKU level.

### Setting an Account Level Product to Phase Out/Obsolete:

On the main navigation bar under the **INVENTORY** drop down, select **PRODUCTS**.



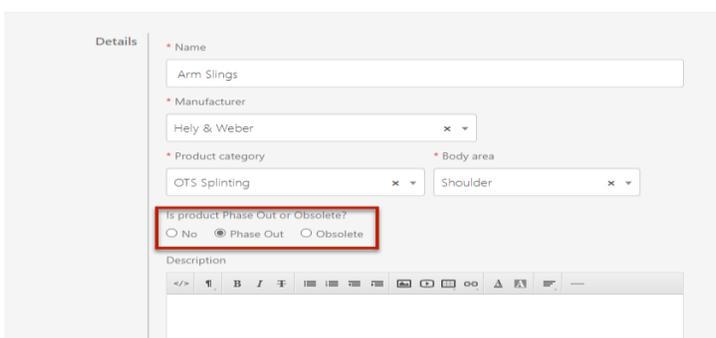
Click on **ACCOUNT** from the product type drop down. Utilize the search bar to find the product. Once the product is located, select **EDIT**.



Choose either **PHASE OUT** or **OBSOLETE** on the product view. Scroll to the bottom of the page and click **SAVE CHANGES**.

### Arm Slings Edit

Required fields are marked with an asterisk (\*)



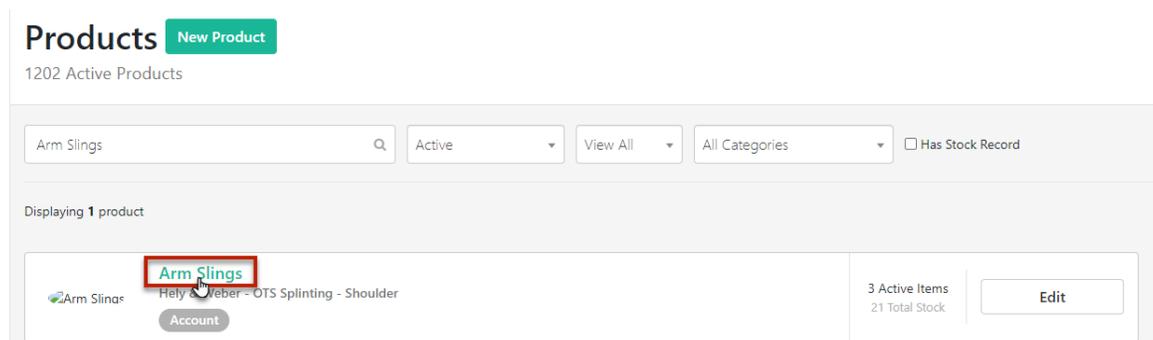
## MARK AN ACCOUNT LEVEL PRODUCT OR INVENTORY ITEM TO OBSOLETE OR PHASE OUT

Once the product is updated a message will appear stating that the product was successfully updated. A pill will now be visible to users on the product indicating either Phase Out or Obsolete status.

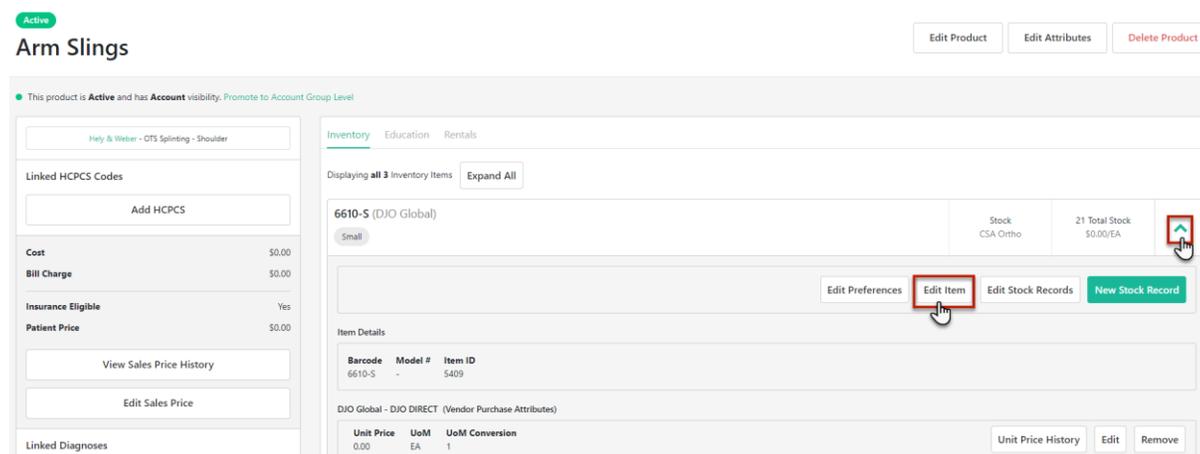


### Setting an Account Level Inventory Item to Phase Out/Obsolete:

Navigate to the Products page shown above, then click into the product to reveal each Inventory Item.



Expand each Inventory Item that will be updated by clicking on the arrow to the right of the Item. Select the Edit Item button.



## MARK AN ACCOUNT LEVEL PRODUCT OR INVENTORY ITEM TO OBSOLETE OR PHASE OUT

Select either Phase Out or Obsolete, then Save Changes.

### Arm Slings Edit Item

Required fields are marked with an asterisk (\*)

**Sizes**

Small

---

**Details**

**\* Item Number**

6610-S

Enter the Manufacturer's SKU

**Barcode**

6610-S

Enter the exact value returned by a barcode scan. This is sometimes different than the Item Number.

**Model Number**

Active?

**Is product Phase Out or Obsolete?**

No
  Phase Out
  Obsolete

Once the Inventory Item is updated a message will appear stating that the Inventory Item was successfully updated. A pill will now be visible to users on the Inventory Item indicating either Phase Out or Obsolete status.

The Inventory Item was successfully updated. x

Products / Arm Slings

**Active** 
[Edit Product](#)
[Edit Attributes](#)
[Delete Product](#)

### Arm Slings

This product is **Active** and has **Account** visibility. Promote to Account Group Level

Hely & Weber - OTS Splinting - Shoulder

Linked HCPCS Codes

Add HCPCS

**Cost** \$0.00

**Inventory** Education Rentals

Displaying all 3 Inventory Items [Expand All](#)

6610-S (DJO Global)	Phase Out	Stock CSA Ortho	21 Total Stock \$0.00/EA	v
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