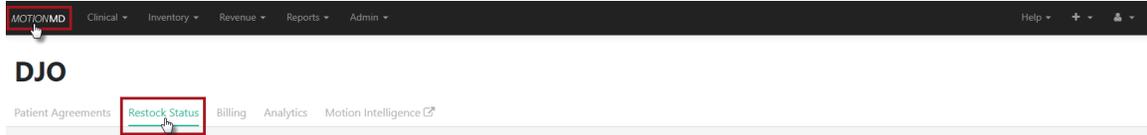
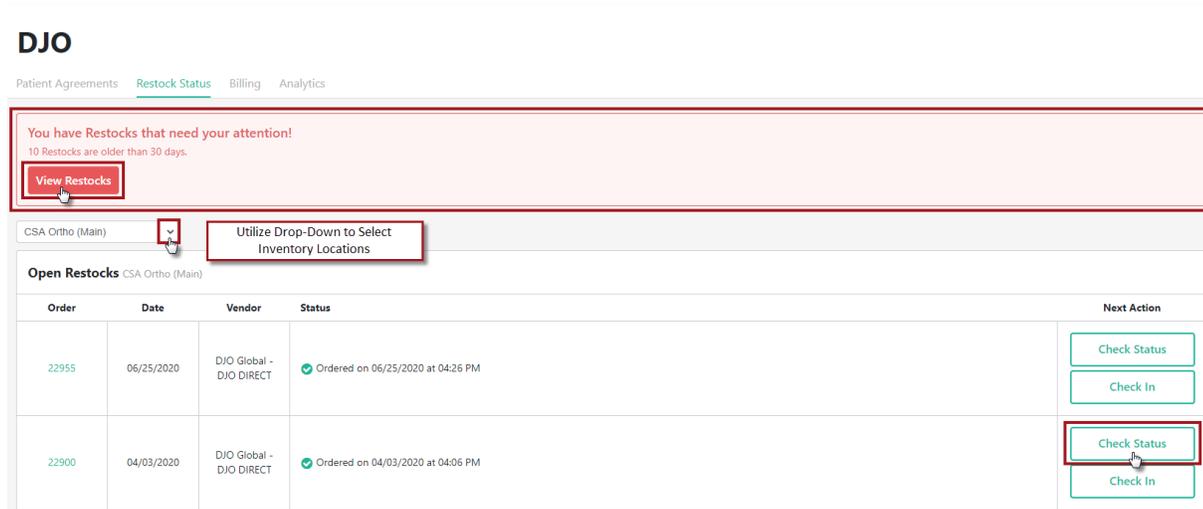


MONITOR A PURCHASE ORDER

A user can track and view the status of Open Restocks submitted. To view and track open restock, select the **Restock Status** tab on the Main Dashboard.



On the **Restock Status** page, an alert notification will appear if there are any open restocks older than 30 days. These should be viewed as a priority to determine the shipping status by selecting the View Restocks button in the alert message. To view ALL Open Restocks by Inventory location, utilize the drop-down filter to select the appropriate location. On DJO Direct Orders **ONLY** the shipping status can be viewed by selecting **Check Status**.



If **Check Status** is selected a pop-up box will appear with details regarding the status of each SKU, including Item Description, Ordered Qty, Shipped Qty, and Shipped Date. If the SKU is on Backorder, it will be listed in the Backorder Qty Column and Highlighted in **RED**.

Restock Status

Sales Order Number	Sales Order Line	Item	Item Description	Ordered Qty	Backorder Qty	Shipped Qty	Shipped Date	Tracking Number
13532535	1.1	79-95130	ACHILLES WEDGE	4	0	0	12-FEB-24	
13532535	3.1	79-82638	KNEE SUPPORT W/PATELLA,XL	1	0	0	12-FEB-24	
13532535	5.1	79-95733	MAXTRAX 2.0, AIR, ANKLE, S	2	2 ▲	0		
13532535	6.1	79-95732	MAXTRAX 2.0, AIR, ANKLE, XS	1	0	0	12-FEB-24	
13532535	7.1	79-95725	MAXTRAX 2.0, AIR, TALL, M	2	2 ▲	0		

MONITOR A PURCHASE ORDER

Tracking details are available by clicking on the **Tracking Number**. This will open an internet browser window and will take users to the FedEx tracking site for shipping details.

Restock Status ✕

Sales Order Number	Sales Order Line	Item	Item Description	Ordered Qty	Backorder Qty	Shipped Qty	Shipped Date	Tracking Number
13528830	1.1	79-95725	MAXTRAX 2.0, AIR, TALL, M	3	0	3	12-FEB-24	730444046644
13528830	2.1	79-95723	MAXTRAX 2.0, AIR, TALL, S	1	0	1	12-FEB-24	730444046644
13528830	3.1	79-95727	MAXTRAX 2.0, AIR, TALL, L	1	0	1	12-FEB-24	730444046644
13528830	4.1	79-95735	MAXTRAX 2.0, AIR, ANKLE, M	2	0	2	12-FEB-24	730444046644
13528830	5.1	79-95733	MAXTRAX 2.0, AIR, ANKLE, S	2	0	2	12-FEB-24	730444046644

To View All Activity related to the purchase order submitted, select the **Order #**:

CSA Ortho (Main) ▼

Open Restocks CSA Ortho (Main)

Order	Date	Vendor	Status	Next Action
22955	06/25/2020	DJO Global - DJO DIRECT	Ordered on 06/25/2020 at 04:26 PM	Check Status Check In
22900	04/03/2020	DJO Global - DJO DIRECT	Ordered on 04/03/2020 at 04:06 PM	Check Status Check In

Once the PO# is selected, click on the **Recent Activity** tab. All details related to the purchase order are listed. On DJO Direct Orders ONLY, the Tracking Link to the FedEx/UPS site is available to select and gather an estimated arrival date once the product has been shipped.

Items (3) File Attachments (0) [Recent Activity](#)

Purchase Order Advanced Ship Notice Received on 01/16/2026 at 12:15 PM Eastern Time (US & Canada)
 Line: 1 | Sku: 06AB | Qty: 1 | Uom: EA | [Tracking Link](#)

Purchase Order Advanced Ship Notice Received on 01/16/2026 at 08:15 AM Eastern Time (US & Canada)
 Line: 1 | Sku: 11-0449-3 | Qty: 4 | Uom: EA | [Tracking Link](#)
 Line: 2 | Sku: 11-0449-4 | Qty: 4 | Uom: EA | [Tracking Link](#)

Purchase Order Acknowledgement Received on 01/15/2026 at 05:45 PM Eastern Time (US & Canada)
 Line: 1 | PO Status: Accepted | Line Status: Item Accepted | Sku: 06AB | Qty: 1
 Line: 2 | PO Status: Accepted | Line Status: Item Accepted | Sku: 11-0449-3 | Qty: 4
 Line: 3 | PO Status: Accepted | Line Status: Item Accepted | Sku: 11-0449-4 | Qty: 4

Transmitted Successfully on 01/14/2026 at 12:45 PM Eastern Time (US & Canada)
 Restock for CSA Ortho (South) transmitted successfully. Order Number:

Ordered on 01/14/2026 at 12:45 PM Eastern Time (US & Canada)
 Restock for CSA Ortho (South) ordered

Created on 01/14/2026 at 12:45 PM Eastern Time (US & Canada)
 Restock for CSA Ortho (South) was created

MONITOR A PURCHASE ORDER

A user should submit a MotionMD Help Ticket for further assistance if they encounter any of the scenarios below:

- A SKU is not visible in the Check Status pop-up box
- A SKU is visible, however, there are no Shipping or Tracking details
- A SKU is on backorder and a status update is needed
- The Check Status button provides an Error Message