BLACKBIRD FOR TRAINING

Professional Medical Warehouse Management

9 – 13 August 2027
Cape Town (South Africa)



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Introduction

Medical warehouse management is a critical component of the healthcare system, ensuring that hospitals and healthcare facilities can maintain the necessary stock of medical supplies, devices, and medications. These inventories can reach millions of dollars, but more importantly, they impact patient care and safety. A well-managed warehouse is essential for storing, organizing, and protecting these high-value items. This course will explore the best and most modern methods for managing medical inventories, the characteristics of an efficient warehouse, and how to ensure accuracy and efficiency through effective inventory control and cycle counting. Participants will also learn about warehouse auditing techniques and the importance of maintaining safety and productivity within healthcare warehouses.

By the end of this course, participants will have the skills and knowledge to implement best warehouse management practices, manage healthcare logistics efficiently, and improve inventory control in healthcare settings.

Course Objectives

- Understand the challenges, objectives, and functions of warehouse management within healthcare settings.
- Perform ABC inventory classification and cycle counting, ensuring record accuracy and identifying discrepancies.
- Identify various types of storage and material handling systems suitable for healthcare warehouses.
- Enhance supervisory skills and learn how to address warehouse staff issues effectively.
- Develop housekeeping and safety skills within the warehouse environment.
- Measure warehouse productivity using key performance indicators KPIs and conduct a scientific audit of warehouse operations.



Course Outlines

Day 1: Introduction to Warehouse Management

- Objectives of Warehouse Management: Understand the fundamental goals of warehouse management in healthcare.
- The Modern Warehouse: Explore the key characteristics and requirements of an efficient healthcare warehouse.
- The Warehouse Cycle: Learn about the cycle of warehouse operations from receiving goods to distribution.
- Challenges in Warehouse Management: Identify common issues faced by healthcare warehouses and how to overcome them.
- Warehousing and Inventory Costs: Understand the costs associated with warehousing and inventory in the healthcare sector.
- Customer Service in Warehousing: Learn the importance of effective customer service in ensuring smooth operations within healthcare logistics.

Day 2: Inventory Classification and Record Accuracy

- Types of Inventory: Explore the different categories of inventory found in medical warehouses.
- ABC Inventory Classification: Apply the ABC classification method to categorize inventory based on value and turnover rate.
- Using ABC Classification: Learn how to use this classification to prioritize inventory management efforts.
- Inventory Record Accuracy: Understand how to maintain accurate inventory records and the common issues affecting accuracy.
- Cycle Counting and Periodic Counts: Learn best practices for periodic and cycle counting to ensure accurate inventory levels.
- Knowing What and How Much is Inside the Warehouse: Develop the skills to track and manage warehouse stock efficiently.



Day 3: Storage and Material Handling Systems

- Warehouse Layout: Understand how to design the warehouse layout to maximize space utilization and workflow efficiency.
- Warehouse Size and Shape: Learn how warehouse size and configuration impact storage and material handling operations.
- Storage Utilization and Organization: Discover methods to optimize storage and organize materials in the warehouse.
- Types of Storage Systems: Explore fixed and random location storage systems and how to choose the best option.
- Material Handling Equipment: Learn about the different types of equipment used for material handling in medical warehouses.
- Receiving/Issuing Materials: Learn how to improve operations related to receiving and issuing materials efficiently.

Day 4: Dealing with Staff-Related Warehousing Issues

- Key Roles of the Warehouse Manager: Understand the essential responsibilities of a warehouse manager in a healthcare setting.
- Staff Management Challenges: Learn how to manage and address issues related to warehouse staff performance.
- Corrective Guidance Techniques: Apply effective strategies for providing corrective guidance to warehouse employees.
- Qualities of a Good Warehouse Employee: Identify the traits and skills that make a warehouse employee successful.
- Motivating Warehouse Employees: Understand how to motivate staff to perform at their best in a healthcare warehouse environment.

Day 5: Safety and Warehouse Productivity

- Good Housekeeping in the Warehouse: Learn the importance of maintaining a clean and organized warehouse to ensure efficiency and safety.
- Identifying Safety Hazards: Recognize potential safety hazards within the warehouse and learn how to mitigate them.
- Unsafe Acts and Conditions: Identify unsafe practices and conditions in the warehouse and how to address them.
- Causes of Damage: Understand common causes of damage in warehouses and how to prevent them.
- Planning for Safety: Learn how to plan for safety in the warehouse to protect employees and materials.
- Measuring Warehouse Productivity: Learn to use key performance indicators KPIs to measure warehouse performance.
- Conducting a Warehouse Audit: Understand the steps involved in auditing a warehouse to ensure optimal operations and compliance.
- Applying Warehouse Management for Hospitals Workshop: A hands-on session to apply course concepts in real-life healthcare warehouse scenarios.



Why Attend This Course: Wins & Losses!

- Enhance Your Medical Warehouse Management Skills: This course offers you the essential tools and techniques to manage healthcare warehouse operations more effectively.
- Learn Best Warehouse Management Practices: Gain insights into best warehouse management practices, ensuring efficiency and safety in your facility.
- Improve Inventory Control in Healthcare: Learn advanced inventory control techniques such as ABC classification and cycle counting to maintain accurate stock levels and minimize discrepancies.
- Master Healthcare Logistics: Deepen your understanding of healthcare logistics management and the critical role it plays in patient care and hospital operations.
- Develop Effective Supervisory Skills: Gain the necessary skills to lead warehouse staff, resolve staff-related issues, and improve team motivation and performance.
- Focus on Safety and Productivity: Understand the importance of maintaining safety and optimizing warehouse productivity in a healthcare setting.
- Real-World Application through Workshops: Apply your learning to real healthcare warehouse situations with our interactive workshops.

Conclusion

Effective medical warehouse management is essential to ensure that healthcare organizations maintain a steady and accurate supply of medical inventory. This course provides healthcare professionals with the tools, techniques, and knowledge to optimize healthcare logistics and medical supply chain management. Whether you're managing a small medical warehouse or a large hospital supply chain, the skills you'll gain will help improve operational efficiency, safety, and overall healthcare delivery.

Ready to enhance your skills in warehouse operations management? Join us and take the first step towards mastering medical warehouse management and ensuring your hospital or healthcare facility operates at its best.

