

Understanding the Stock Count Queue Workflow

The weekly Stock Availability Count (SAC) workload at branch level is comprised of any items dispensed in the first week of the cycle, and of any items dispensed in the subsequent weeks plus top movers for any week thereafter.

For instance, if you have a total stock count queue of 1,000 items across 4 weeks, your average weekly stock count queue is the the number of items divided by the number of weeks, in this case 250 items per week.

Any items which have not been counted on their allocated week will carry over to the following week in the cycle. Conversely, any items due the week after the current week can be preemptively counted.

Stock Count Queue Scenario 1

Ideally, you should ensure you stock count the entirety of the stock count queue due each week, in this case, 250 items per week.

Weeks	Due to Count	Counted	Left to Count
Week 1	250	250	0
Week 2	250	250	0
Week 3	250	250	0
Week 4	250	250	0

Stock Count Queue Scenario 2

As previously stated, any items which have not been counted on a given week will carry over to the following week in the cycle.

The following case scenario can happen if you forget to process the stock count queue for week 1. Any quantity due for week 1 will move and merge with the stock count queue for week 2. This means you will have 500 items to stock count on week 2: the omitted 250 items for week 1 plus the 250 items for week 2.

Weeks	Due to Count	Counted	Left to Count
Week 1	250	0	250
Week 2	250	500	0
Week 3	250	250	0
Week 4	250	250	0

Stock Count Queue Scenario 3

The following case scenario can happen if you preemptively decide to process the stock count queue for week 1 and 2 on week 1. This makes for a total of 500 items for week 1. As a result, there will be no items due to be counted on week 2.

Weeks	Due to Count	Counted	Left to Count
Week 1	250	500	0
Week 2	250	0	0
Week 3	250	250	0
Week 4	250	250	0

Revision History

Version Number	Date	Revision Details	Author(s)
1.0	16/08/2023		Joanne Hibbert-Gorst

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