

SP.PR.S.EXC – Responding to Stat Arrival Tasks in Hc1

SPS	<ol style="list-style-type: none">1. Sees Stat Arrival task in Hc1 work queue.2. Opens task.3. Checks due date.<ol style="list-style-type: none">a. If due date has passed:<ol style="list-style-type: none">i. Verifies shipment did not arrive earlier and the task was not completed by mistake.ii. Adds progress note stating the shipment has not arrived as expected.iii. Changes Queue Assignment to “CSS.”iv. Awaits instruction from CSS.4. Waits for shipment.5. Receives shipment.6. Clicks “Complete” to complete task.
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