

## How to empty the return bin

- Log on to Omnicell Cabinet.
- Go to Inventory Menu.
- Choose Clear Return Bin.
- Witness logs in.
- Take the return bin key (2204) and open return bin lock box.
- Remove items and check off items on screen.
- Use key to return bin lock box.
- Place items and receipt in bag and bring all items back to pharmacy.
- Log Off Cabinet.

