



FDR Services Corp.

Healthcare Laundry Specialists

FDR Linen Resource

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I. Overview of FDR Linen Resource

FDR Linen Resource is offered as an add-on Linen Management service for FDR customers. This exclusive internet based inventory management program provides customers with a web based distribution and tracking tool and allows them to create valuable reports which will permit them to better manage linen utilization throughout their whole facility.

Using FDR Linen Resource's data input and reporting features, linen managers can easily maintain records of item quantities, weights, and charges for order restocking. Your personnel can use this information to pinpoint cost and usage excesses by order, department, or customer. Some reports available through the program include the Item Usage Report, Item Fill Rate Reports, Period Trending Reports and Order Schedules Report.

FDR Linen Resource employs restocking information in an easy-to-use fashion to help you get your job done faster. For example, FDR Linen Resource can use today's restocking quantities to generate tomorrow's bulk linen requirements.

Customers can access the FDR Linen Resource by selecting the link on FDR's website www.FDRServicesCorp.com. Once there, users can enter their issued logon screen name and password to access their facility's privacy protected information.



With FDR Linen Resource you can:

- Access your information from any workstation within or outside your facility: provided you have the proper security credentials.
- Create and view dynamic usage and utilization reports quickly and accurately: based on the customized information you select.
- Email and save reports in PDF or Microsoft Excel formats.
- Utilize packs and procedures to customize product combinations that meet your requirements.
- Enjoy the convenience of a hand-held device to reduce the time and labor needed to enter restocking information and increase data accuracy for your entire facility.
- Eliminate the need for software installations.
- Benefit from instant software updates to add new features.
- Rely on automatic backups.

II. Training and Support



All FDR Account Executives and Regional Vice Presidents of Sales are fully trained on the reports and processes utilized in the FDR Linen Resource program. As part of this program and service they will be available to provide technical support and training to all required facility staff. “How to” training guides are provided as a hands-on reference and back-up information on how to generate the necessary reports and trouble shooting methods. These guides include screen shots and easy to follow directions for every skill level.

III. Reports

1. Item Usage



The Item Usage report can be run by the customer to show the quantity, weight and cost information for the linen that is used throughout the facility according to the census count. This report can be run daily, weekly or monthly depending on the needs of the facility to show the type of information that is required whether it be for a specific date or an average for a period of time.

2. **Item Fill Rates**

This report shows the required and stocked ratios for each item or item type. The customer can use this report to determine the quantity of each product that needs to be added to a particular department to bring the stocked quantity up to par.

3. **Period Trending**

The Period Trending Report allows the facility to compare different time periods to track item utilization as well as other valuable information including pieces per patient day.

4. **Order Schedule**

The Order Schedules Report is used to show orders, by department, with the matching daily delivery schedule. If the customer needs to make adjustments to their daily requirements, this information is linked directly into FDR's linen processing system at the corresponding plant.