

Operative IQ – Crew Change

Start/End of Shift

- Login/Click Narcotics
- Click My Control Numbers
- Click Pick Up from Crew
- Click Select Crew Member
- Select Off-Going Crew Member
- Click Select
- Select all narcotics in safe
- Confirm narcotic control number match
- Click Save
- Click Submit
- Enter password/pin and witness password/pin
- Click OK