

# Discrepancy Resolution (On Tower)

Last Modified on 11/18/2019 2:40 pm PST

1. **Log in** using your User ID and Password with Discrepancy (DI) Resolution permission
  2. Press **Resolve Discrepancy**
    - If needed, you can narrow the list of discrepancies by searching for a specific DI or selecting Open Discrepancies or those already Nurse Reviewed
  3. **Highlight** the DI to be resolved
  4. Press **Resolve Discrepancy**
  5. The DI Report showing 2 transactions prior to the DI and, if available, 2 transactions after the DI will appear
  6. From the Select pull-down, choose the reason for the DI
    - Add additional text, if needed, in the Discrepancy Notes field
  7. Press **Resolve Discrepancy**
  8. Have a **Witness** enter their ID & Password (will match their User ID & password for the cabinet)
  9. Press **Next**
  10. **Repeat** until all DIs are resolved
  11. Press **Exit**
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