User Guide

How to view Agreements in Progress, SOW's and Deliverables, Executed Agreements, and Enrollment Announcements

To access AB GPOconnect, use the following URL: https://workspaceabc.force.com/gpoconnect

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Agreements in Progress

1. Select the navigation menu on the left side of the toolbar and select **Partnership > Agreements in Progress**. You can also access the page by clicking on the **Agreements in Progress** tile on the homepage.

Note: The Partnership page is only accessible to Pharma Partners who have GPOconnect Contract access provisioned.



1. Select a task on the Agreements in Progress tab.

ients in Progress	SOW's and Deliverables	Executed Agreements	Enrolment Announcements			
					Last refreshed August 22, 2022 at 02:51 PM EDT	C ⁴ Refresh Data
Task			Туре	Status	Created Date	
10.000			Agreement	Review Pending	August 16, 2022	
Property and a pro-	Parallelian Wall, Phillip		Agreement	Review Pending	August 12, 2022	
Report Section	witten (197) Manufachura (1924)	11420	Agreement	Waiting For Internal Signature	July 26, 2022	
(PC Mandacture A	generated.		Agreement	Review Pending	July 22, 2022	

Note: The Agreements in Progress tab is only accessible to Pharma Partners who have Icertis access provisioned. Select Refresh Data to reload the page. The button will not be available for use for 10 minutes following the last refresh.

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SOW's and Deliverables

1. Select the **SOW's and Deliverables** tab to view statements of work and deliverables, then select an **SOW Name** to view deliverable information and invoices.

Agreements in Progress	so	W's and Deliverables	Exec	uted Agreements Enrollme	nt Announcements						
								Filter by Status:		Filter by Calendar Year:	
								All	*	All	~
SOW Name	~	Status	~	Deliverable Calendar Year $$	Total Cost	~	Total Cost o	of Delivered \vee	Total Cost	to be Delivered 🛛 🗸	
The second second		-									
						_					

2. Select a **Deliverable** to view its details and download individual invoices, or select **Download All Invoices** from the dropdown to batch download all invoices.

≣	A	B GPOconnect	Q Search	
10, 11, page				
Deliverable	↓ Total Estimate	Total Actual	Total Variance	
All Standard Standards				•
And the second second second				· ·
				Download All Invoices

3. Select an Invoice Name to download an individual invoice, then click Close to go back to the Deliverable record.

		Deliverable	e Details	
_				
\sim	Second Second			
	Deliverable Contract Year		Deliverable Status	Tuby Transition
	Deliverable Date	21.11.2018		
~	Financials			
	Contracted Quantity	1.11	Total Cost of Contracted	Read 100
	Delivered Quantity	1.00	Total Cost of Delivered	B1000.00
	Pending Delivery Quantity	11.00	Total Cost to be Delivered	11.001
\sim	Invoices			
	Name 🕇	Comments		
	COST dama wata	This is the invoice you may have b	een looking for, please respond if any questions.	
				Close

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Submit a question

1. If you have questions about an item, select the dropdown next to it and click Questions? to create a case.

SOW Name 🗸 🗸	Status 🗸 🗸 🗸	Deliverable Calendar Year 🗸 🗸	Total Cost 🛛 🗸	Total Cost of Delivered 🛛 🗸	Total Cost to be Delivered	d 🗸
	Fully Executed	2024	\$111,000.00	\$34,000.00	\$77,000.00	
	Fully Executed	2024	\$185,000.00	\$37,000.00	\$148,000.00	Questions?
	Fully Executed	2024	\$25,000.00	\$25,000.00	\$0.00	

2. Enter your question and any other details, then click **Save**.

Questions	
Provide your question and details for	
Required Fields	
	Cancel Save

Executed Agreements

Select the **Executed Agreement** tab to view historical contracts, then select an **Agreement Name** to view a specific contract.

Agreer	ments in Progress S	OW's and Deliverables	Executed Agreemen	Enrollment Announcements		
					Last ref March 31, 2022, 08:44 /	AM EDT C ^I Refresh Data
	Agreement Name			Agreement Type	Created Date	Status
				Agreement	March 24, 2022	1000

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Enrollment Announcements

You can view, approve, or reject Enrollment Announcements directly in GPOconnect. You will receive notifications when enrollment announcements are available. Each announcement must be approved or rejected for the contract to begin and for the member to make purchases.

1. Select Partnership > Enrollment Announcements from the navigation menu in the upper left corner.



2. Select the Enrollment Announcements tab.

Agreements in Progress	SOW's and Deliverables Execu	ted Agreements Enrollment	Announcements 2	5	6	
Name	Account Number	GPO Member Announcement	Associate Sites	Effective Date	Approve All	🔵 Reject All
1000000	06	MA-00		3/7/2024 🛗	✓ Approve	× Reject
Constantion of Consta	01	MA-00		3/7/2024 🛗	✓ Approve	× Reject
GPO Contact Survey	06	MA-00	[1,2000,1,200,20,000,1000,000,000,000]	3/7/2024 🛗	✓ Approve	× Reject
GPO Contact Survey	01	MA-00		3/7/2024 🛗	✓ Approve	× Reject
	06	MA-00		3/7/2024 🛗	✓ Approve	× Reject

3. Enrollment Announcements can be announcement-only or dec-based. Dec-based announcements include dec forms for review, which are shown as blue hyperlinks. Click the **Name** to review the form.

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- 4. Click the GPO Member Announcement number for additional details.
 - a. If you have questions or comments about the announcement, enter them under the "Post" section and click **Share** to send them to the enrollment team.
 - b. View the agreements and any other files attached to the announcement. Click **Add Files** to send additional files to the enrollment team.

Announcement ID MA-OC Account Number	Owner Effective Date	£`	Post a Share an update Share
Created By	Last Modified By		Sort by:
Attached Agreements			Most Recent Activity Q. Search this feed
Name Acc	count Number Document Status		
Files (2)		Add Files	
Title Owner I	ast Modified Size	¥	
xis	3/12/2024, 10:39 AM 9KB		
		View All	Collaborate here!
			Here's where you start talking with your colleagues about this record.

Back on the Enrollment Announcement tab, enter the Effective Date for the enrollment. This is the date the member will be enrolled.

9/19	/2022	Ê				
4		Septerr	ber	Þ	202	22 🛟
Sun	Mon	Tue	Wed	Thu	Fri	Sat
28	29	30	31	1	2	3
4	5	6	7	8	9	10
n	12	13	14	15	16	17
18	19	20	E	22	23	24
25	26	27	28	29	30	1
2	3	4	5	6	7	8

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- 5. Click Approve or Reject on an individual enrollment. You can also click Approve All or Reject All.
 - a. If you Reject an enrollment, select the **Reason** from the dropdown.
 - b. If you select **Other** as the reason, enter details to explain.
 - c. Click Save.

) Select Reject Re	ason
Please select a reaso	on for the reject selection
* Select reject reason:	
Other	*
Please provide details	for 'Other':
Please provide det	tails for 'Other'
	Sav

Note: Once you approve an enrollment, the member will be enrolled as of the date you entered. If you reject an enrollment, it will be sent to the enrollment team to address the specified reasons.

6. Click Send to AB when finished.