

Achieve Committed Program

Member Reference Guide

An Operations Manual for Supply Chain Leaders and Super-Users

Updated Tuesday, January 25, 22

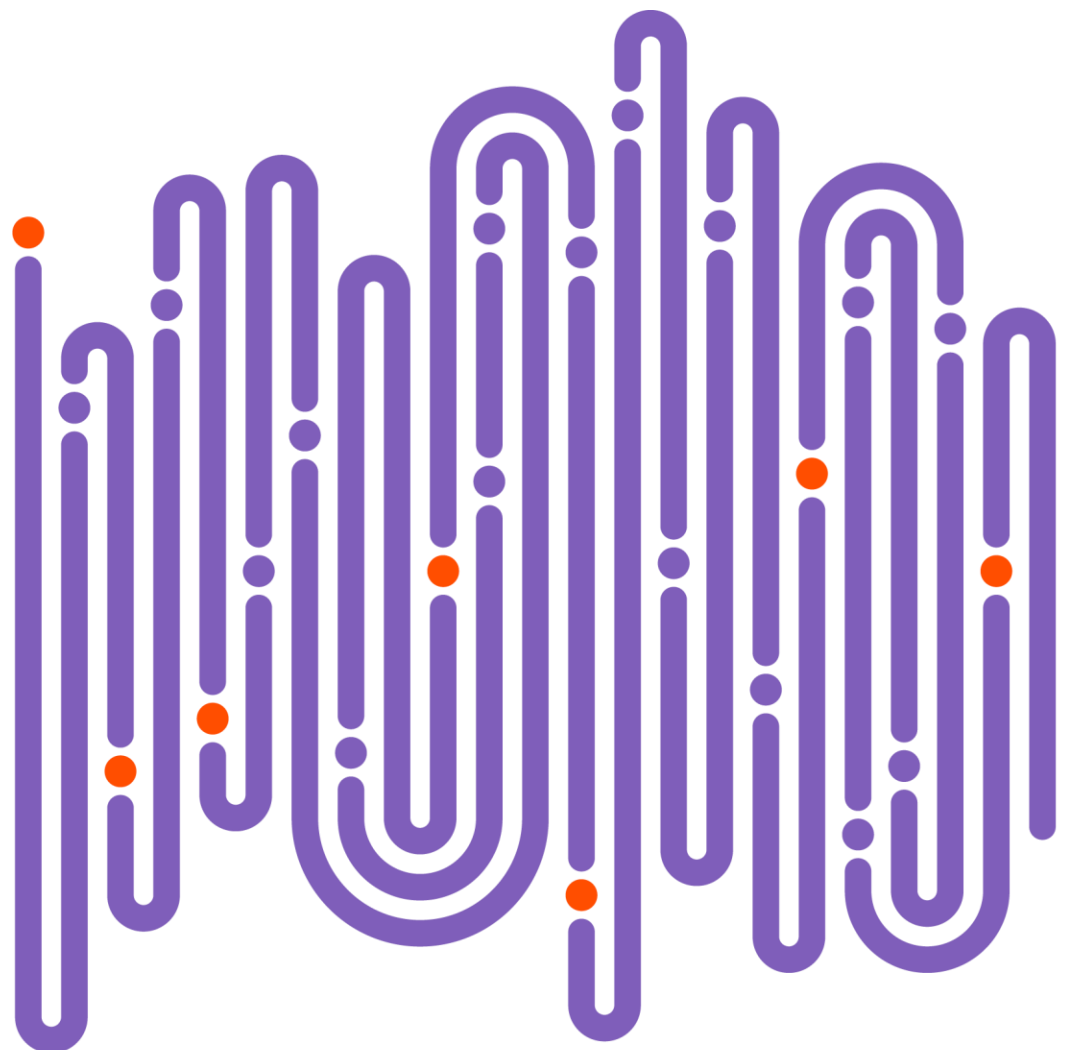


Table of Contents

Welcome!	3
Mission	3
Our Focus.....	3
Benefits of Achieve.....	3
Onboarding.....	3
Key Contacts	4
Operating Principles: Key Behaviors	4
Quiet Period and Prohibition.....	5
The Four Phases of the Quiet Period.....	6
Commitments and Spend Requirement Performance.....	7
Contract Exceptions.....	8
Approved Calendar Listing	9
Contract Roadmap.....	10
Clinical Quality Value Analysis (CQVA) Process	11
Achieve Committed Program Contracting Tools	12
Vizient Catalog	12
Rebates	14
Achieve Processes within IMPACT Standardization Program.....	15
eLOC: Declaring Participation Intent with the electronic letter of commitment (eLOC)	16
Achieve Committed Program Analytic Tools	20
Opportunity Analytics	20
Compliance Tracking.....	26
Cross-Referencing	27
Communication tools	29
Reporting	30
Segment and Individual Contract Compliance	30
Savings Report.....	31
Billing and Transaction Fees	32
Achieve Kickoff and Onboarding Checklist	333
Achieve Team Roles and Responsibilities	344

Welcome!

This document is intended to be used as a reference guide as you familiarize yourself with the Achieve process and practices

Mission

Successfully develop and implement Vizient's foremost Commitment Program, enabling members to deliver high-value care by offering continuous savings and market-best value - pricing and rebates - in exchange for high commitment for suppliers.

Our Focus

Using an active, established model, Achieve monitors and unlocks the most competitive pricing in the industry on a growing portfolio of commodity and clinical preference categories with the most enhanced value Vizient provides in these segments. This actively managed portfolio helps members realize value more quickly and effectively.

Achieve brings unmatched transparency, giving you easy access to spend data through a proven analytics platform that helps track program compliance, provide cross-references, and help drive towards standardization. All while providing full visibility into an active, dynamic savings program that constantly brings you new ways to save.

Benefits of Achieve

Unprecedented access to value – Achieve brings Members the most competitive pricing in the industry on an actively managed portfolio of commodity and clinical preference categories.

A proven and transparent model – Achieve was founded on the success of a proven program model. It's backed by the same technology platform, which helps you access spend data and drive compliance.

Focus that drives performance – A team of experts actively manage the contract portfolio on your behalf in order to simplify your transactional processes to drive efficiencies in your sourcing efforts.

Strategic supply chain integration – by accessing a managed portfolio, your team can focus on implementing with greater efficiency within your organization along with re-focusing on areas that will require additional time for more complex initiatives, i.e. Physician Preference, Purchase Services, etc.

Onboarding

This document is intended to be used as a reference guide as you familiarize yourself with the Achieve process and practices, however please contact a member of our team with any questions you have. We look forward to working with you.

Key Contacts

Name	Title	Phone	Email
Vizient			
Tracy Smith	Sourcing and Program Manager	(972) 837-4755	lori.rainey@vizientinc.com
Heather Stockmo	Operations Manager	(952) 837-4762	heather.stockmo@vizientinc.com
John-Michael Mascia	Senior Director	(972) 581-5210	jm.mascia@vizientinc.com
Justin Albers	Partnership Operations Director	(952) 837-4751	justin.albers@vizientinc.com
aptitude			
Hannah Sobczak	Market Executive	(972) 581-5795	hannah.sobczak@aptitude.com

Operating Principles: Key Behaviors

The Founding Principles of Achieve

Achieve Members agree to:

- If a Member elects to participate in another aggregation network or GPO program that has a market share or volume requirement for participation, Achieve will supersede
- Commit to aggregating volume and market share.
- Align to the Vizient | Achieve Committed Program sourcing and contracting strategy.
- Hold each other accountable for delivering upon commitments to program.
- Ensure confidentiality of Achieve Committed Program pricing, strategy and market intelligence.
- Ensuring a single voice during the sourcing and contracting process, members refrain from negotiating local or individual agreements on behalf of their respective organization.
 - Quiet Period: Applies to new initiatives (products/services) placed on the bid calendar.
 - Prohibition: Applies to existing initiatives (products/services) that are part of the Achieve contract portfolio.
- Actively participate within the aptitude analytics platform to review opportunities and manage compliance.
 - Best practices
 - Designate an individual to be your organizations “Super-User” – this individual should plan to attend all implementation meetings, including the Member calls every month.
 - Set a weekly calendar block to focus on Achieve contract opportunities/compliance progress.

Quiet Period and Prohibition

To create a single voice during the sourcing and contracting process, Achieve members refrain from negotiating local or individual agreements on behalf of their respective organizations. **The Quiet Period applies to new initiatives (products/services) when they are placed on the Achieve bid calendar and ends upon Achieve contract launch.** Members also adhere to similar Prohibition Guidelines which pertain to existing initiatives (products/services) that are part of the Achieve contract / services portfolio.

WHY IS IT IMPORTANT TO HAVE A QUIET PERIOD?

- Our members commit to key behaviors such as “acting and speaking with one voice” to the supplier community.
- It maximizes the leverage of the entire Achieve purchasing volumes.
- It prevents unnecessary delays in the process as a result of rumor/issue resolution.
- It protects the credibility, reputation, and name brand of Achieve.

WHEN DO THE QUIET PERIOD PHASES START?

The Quiet Period consists of four (4) phases. Each phase is associated with a milestone step in the contracting process.

- Phase 1: Begins upon approval of Quarterly Bid Calendar
- Phase 2: Upon release of Request for Proposal
- Phase 3: Occurs when Awarded Suppliers are approved, following the Operations Committee Vote
- Phase 4: Quiet Period ends upon Contract Launch

Quiet Period phases are announced on the Bid Calendar Work In Progress (Contract Roadmap) document.

WHO DOES THE QUIET PERIOD APPLY TO?

- All Achieve members regardless of spend
- All suppliers (including those participating and not participating in the initiative) that sell products within the contracting initiative

WHAT ARE THE MEMBER RESPONSIBILITIES?

- Ensure clear and effective communication and education to member’s key internal stakeholders (e.g., medical staff, nursing) of the strategic and legal importance of confidentiality regarding key contract initiative information (e.g., strategy, alliance market share, spend, analytical results) and final awarded contract terms (e.g., pricing, rebates, commitments, projected savings, tier structure)

WHAT ARE THE SUPPLIERS RESPONSIBILITIES?

- Assist members in completing permitted actions during Quiet Period phases

- Communicate only with the assigned contract management staff regarding the contracting initiative
- Do not ask members for competitive information or status updates
- Inform all sales staff including local and national accounts representatives of these guidelines

The Four Phases of the Quiet Period

The following image illustrates the four phases and actions permitted | not permitted

	Permitted to:	Not Permitted to:
Phase 1 Quarterly Bid Calendar Approved	• Conduct product trials • Make product changes • Finalize local negotiations in process • Standardize products	• Initiate supplier negotiations • Engage in price discussions • Distribute local RFP • Change Contract commitment
Phase 2 RFP Released	• Make limited product changes	• Initiate supplier negotiations • Engage in price discussions • Distribute local RFP • Change contract commitments • Conduct product trials unless approved by clinical committee • Standardize products
Phase 3 Initiative approved by Ops. Com.	• Conduct product trials • Make product changes • Standardize products	• Initiate supplier negotiations • Engage in price discussions • Distribute local RFP • Change contract commitments
Phase 4 Quiet period lifted upon Launch	• Conduct business as usual • Submit eLOC • Begin product conversion	• Negotiate with Achieve awarded suppliers (prohibition).



Prohibition begins and is maintained through life of the contract

Prohibition:

Applies to existing initiatives (products/services) that are part of the Achieve contract / services portfolio. Members are not permitted to negotiate with Achieve-awarded suppliers.

Non-Compliance

Any suspected violation of these expectations by a supplier or a member should be communicated to the Achieve onboarding team.

Exceptions

If a member organization needs to take sourcing and contracting action during the quiet period, you must first contact the Achieve onboarding team. This request will then be reviewed by the Achieve Management team.

Commitments and Spend Requirement Performance

Three levels of compliance-based pricing

- 1. Compliance at the Individual Contract level
- 2. Compliance at the segment level. Segments include Commodity and Clinical Preference.

The table below illustrates the percentage of spend required within each segment.

Segment	Segment Compliance Requirement
 Commodity	90%
 Clinical Preference	80%

Members are obligated to purchase from the Achieve portfolio as described below.

- Each member will have visibility through Aptitude to view spend and compliance by segment and individual contract. There will be a minimum of a six month ramp-up period to meet compliance and 90 days to be compliant within the category after signing the eLOC. The ramp-up period will be established during the new Member Onboarding and Kickoff meeting.
- If a member is not compliant in one of these measures, the compliance-based participation fee will be increased by 25 basis points.
- The Achieve Audit Sub Committee (ASC) reviews and provides direction of compliance penalties and warnings. The ASC meets two times a year; in March and September. The data reviewed by the ASC is the most recent six months; January – June or July – December.

3. Achieve Committed Program Termination:

Member to provide 6+ months program termination notice as required in participation agreement

Non-compliance: applicable program fee at notice assessed on all program spend based on prior 6-month history for each month less than 6 months’ notice

Escalation: if members’ market share for 2 or more contracts is less than 50%, Vizient reserves the right to terminate

Contract Exceptions

Exceptions to segment compliance were identified during the formation of the Achieve Committed Program. The following are the only official exceptions to segment compliance which will be approved through Achieve Committed Program process, set in place by the executive committee:

- Legally binding contracts in existence prior to joining Achieve Committed Program
- Products used in research or clinical trials
- Proprietary disposables associated with capital medical equipment
- Products required by law

If an exception is approved, the category will be removed from the member’s compliance measurements.

The contract exception form is located on the [Achieve Committed Program Participant Webpage](#), under Resources and attached below.

Resources

We are continually developing additional resources to help you navigate each phase of implementation.



Resource	Description
General information	
Achieve fact sheet	An overview of Achieve Committed Program
Exception request form	Under certain circumstances, which are defined in this document, you may request exceptions to segment spend compliance. Complete and submit the form, and our executive oversight team will review and determine approval.
Frequently asked questions	Summary answers to common questions about the Achieve program, including value, operations, compatibility with other Vizient programs, and more
Key contacts	Find information on the key contacts in each of our operational areas that supports Achieve

Approved Calendar Listing

The Achieve Committed Program is continually expanding its portfolio in Medical Surgical contracts. The list of categories are identified in the Achieve contract listing, located on the Achieve participant webpage (see example below). The contract listing is updated on a monthly basis.

This list provides all available and future “pending” Achieve contracts. Available contracts are those that have been approved and are available. The future contracts represent that the contract strategy was approved and the contracting team is in the final stage of the terms and conditions.

Contract Status	Segment	Initiative	Achieve Supplier	Achieve Contract ID	Contract End Date
Available	Clinical Preference	ABG Kits	Smiths Medical ASD Inc	MS5400AA	3/31/2020
Available	Clinical Preference	Adhesive Drapes	3M Health Care	MS4060AB	12/31/2020
Available	Commodity	Adhesive Tapes	3M Health Care	MS4500AB	12/31/2020
Available	Clinical Preference	Advanced Wound Care	Convatec	MS1381AI	4/1/2020
Available	Clinical Preference	Advanced Wound Care	Medline Industries, Inc.	MS1384AE	4/1/2020
Available	Clinical Preference	Advanced Wound Care	Molnlycke Health Care US Inc	MS1383AL	4/1/2020
Available	Clinical Preference	Advanced Wound Care	Smith & Nephew Inc	MS1382AK	4/1/2020
Available	Clinical Preference	Anaphylaxis Pads	Cardinal Health 200, LLC	MS2980AC	5/31/2020
Available	Clinical Preference	Anesthesia Masks and Circuits	Ambu Inc	MS5381AC	9/30/2020
Available	Clinical Preference	Anesthesia Masks and Circuits	Medline Industries, Inc.	MS5382AE	9/30/2020
Available	Clinical Preference	Anti-embolism Stockings	Cardinal Health 200, LLC	MS3053AF	5/31/2020
Available	Clinical Preference	Brushless Surgical Hand Scrubs	3M Health Care	MS5111AB	12/31/2020
Future	Clinical Preference	Casting and Splinting Products	BSN Medical	TBD	TBD
Available	Clinical Preference	CHG Preoperative Skin Prep	Becton Dickinson and Company	MS0670AG	10/31/2021
Available	Clinical Preference	Conductive Warming	3M Health Care	MS5060AA	2/21/2020

The categories are subject to change. The opportunity analytics report available in the Aptitude platform is the best way to understand what initiatives are available in the portfolio and the financial value.

Achieve Contract Listing is located on the [Achieve Committed Program Participant Webpage](#).

Tools and reports	
Achieve Aptitude User Guide	Guide to reviewing your Achieve contract compliance, opportunities and cross-reference information through the aptitude data platform
Aptitude Cross Referencing Guide	Overview and how-to slides for reviewing, creating, and negating cross-references within the Catalog and Purchase Plan Details pages
Contract listing	See all contracts in the Achieve program — sorted by segment, status and product category
Contract roadmap	This Excel file provides segment, coverage and timeframe information for completed Achieve contracts as well as those currently in negotiation
How to complete a contract LDC	This step-by-step guide will help you complete and submit the

Contract Roadmap

Contract categories in process

The contract roadmap includes contract categories that are in process which could be classified as follows: renew, rebid or a new Achieve category. The initiative status is displayed on the document and is tied to the phase of the quiet period. Specific details about the quiet period phases can be found on the third tab of the document titled, “Quiet Period Phases”. The contract roadmap is updated monthly at the same time as the Achieve contract listing.

Achieve Committed Program
INITIATIVE UPDATES
2019 - Confidential | Achieve Membership Only | Not for external distribution
3/26/2019

Initiative Category	Initiative	Spend Category	Product Categories	Estimated Quarter for Contract Launch	Quiet Period Phase
Bowel Management	Bowel Management 2019	Clinical Preference	Bowel Management System Catheters, Collection Bags, Drains, Lubricating Jelly, Syringes	3Q2019	1
Casting and Splinting Products	Casting and Splinting Products 2019	Clinical Preference	Casting Products, Plaster Cast Tapes, Plaster / Synthetic Splints, Stockinettes	1Q2019	3
Disposable Patient Positioners	Disposable Patient Positioners 2019	Clinical Preference	Arm Board Strap, Arm Positioners, Body Positioners, Disposable Patient Positioners, Foot Positioners, Head Positioners, Hip Abduction Pillows, Knee Positioners, Laminectomy Arm Cradles, Leg Board Pads, Lumbar Positioners, Positioning Kits	1Q2019	3
Exam Gloves	Exam Gloves 2019	Clinical Preference	Latex, Vinyl, Nitrile Exam Gloves (Powdered, Powder-Free, Chemotherapy-Approved, Sterile and Nonsterile, Phlebotomy)	3Q2019	1

Achieve Contract Roadmap is located on the **Achieve Committed Program Participant Webpage**.

Tools and reports	
Achieve Aptitude User Guide	Guide to reviewing your Achieve contract compliance, opportunities and cross-reference information through the aptitude data platform
Aptitude Cross Referencing Guide	Overview and how-to slides for reviewing, creating, and negating cross-references within the Catalog and Purchase Plan Details pages
Contract listing	See all contracts in the Achieve program — sorted by segment, status and product category
Contract roadmap	This Excel file provides segment, coverage and timeframe information for completed Achieve contracts as well as those currently in negotiation
Checklist: complete a contract LDC	This step-by-step guide will help you complete and submit the

Clinical Quality Value Analysis (CQVA) Process

Achieve Committed Program uses a number of methods to determine the appropriate suppliers/products to contract within the program. Achieves program is supported by Vizient and its partners' CQVA teams, which helped define the clinical acceptability for supplier selection in the Commodity and Clinical Preference contract offerings.

The program is based on the following structure:

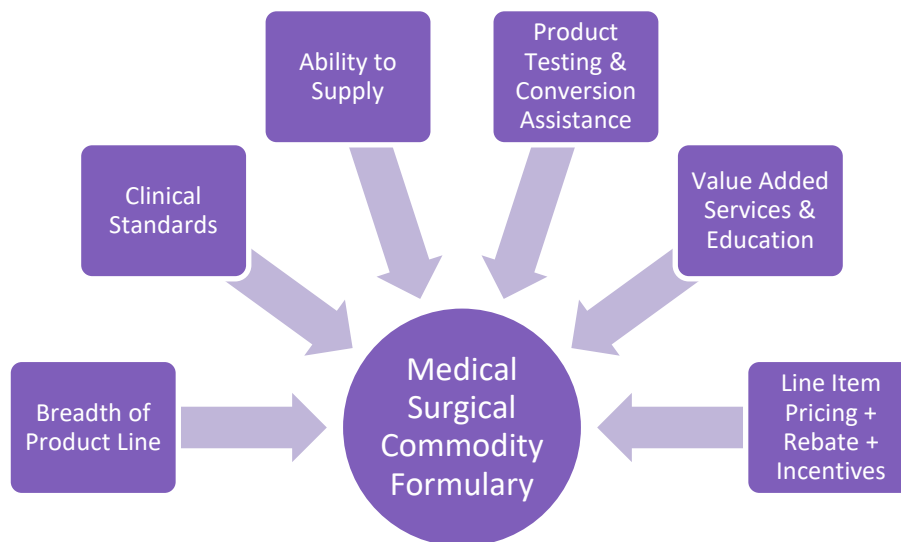
Product Review Teams (PRTs)

- Seven teams: Surgical, Medical, Resp/Anesthesia, WOO (Wound, Ostomy Ortho), General, Lab, Linen
- Facilitated by Clinical Value Analyst – all RN's
- All documentation and results are maintained for each category reviewed
- Teams are represented by every location within their system
- Teams consist of clinical product experts that represent that practice, and a Contract Manager

Specialty Workgroups/Approval Bodies

- Commodity Committee
- Enterprise Wide Governing body
- Approve all recommendations
- Specialty Council (Product)
- Department of Clinical Laboratory Medicine

CQVA Process Overview



Achieve Committed Program Contracting Tools

Vizient Catalog

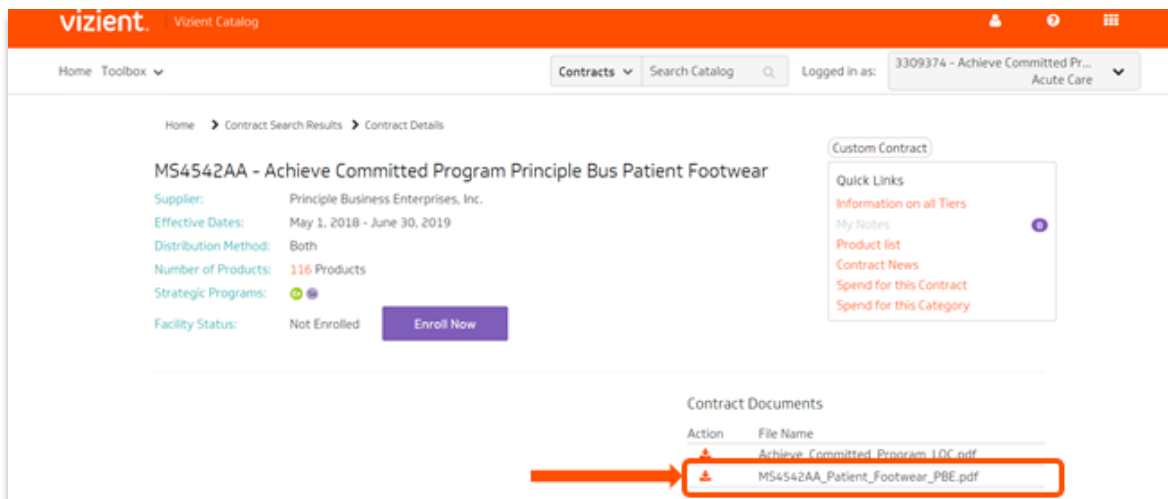
Vizient Catalog is your source for contract details, agreement extensions and launches. You can conduct a specific search via the supplier name, contract number or keyword to view contract details. All Achieve contracts begin with the prefix 'Achieve' in the contract description.

Achieve contract information can be found on the Vizient Catalog within the specific contract details page:

- [Contract Fact Sheet](#) – Document that summarizes the contract award; Achieve proposal/award summary, executive summary, contract commitments, rebates, clinical selection process, etc.
- [Contract Price file](#) – Pricing for the products on contract.

How to open an Achieve Contract Fact Sheet

- 1) On the contract details page, click the document under the Contract Documents section, see the screenshot below.



- 2) The contract fact sheet will open in a separate page.

CONTRACT FACT SHEET

Patient Footwear - PBE - 2017

Date: 9/25/2018

Contract Name: Patient Footwear - PBE - 2017

Spend Segment: Community

Contract Strategy: Dual Price

Achieve Proposal / Award Summary

Contract Name	Contract ID
Patient Footwear - Encapsules - 2017	MS4542AA
Patient Footwear - PBE - 2017	MS4542AA

Items Included: Sub set of items included based on the following: All items included in aptitude UNSPSC code 42131507 Patient Slippers

Executive Summary

The category of Patient Footwear is a multi-source award at Vizient with Encapsules, Principle Business Enterprises, Inc. (PBE), Cardinal and Medline. Encapsules is currently the Novaspice awarded Supplier. As a result of product trials and clinical feedback surveys, a Dual Price award with Encapsules and PBE will be extended to Achieve members. PBE is offering better than Vizient best tier pricing. An Individual Member commitment of 80% is required. Due to the high compliance required for this category, a 3% line item reduction has been included in all items as a direct replacement of the Impact Standardization feature.

Achieve Contract Information

Commitment Requirement: Individual Member Commitment

Commitment Measured By: Spend

Commitment Reporting: Reporting date through aptitude

Commitment Details: PBE is offering better than Vizient best tier pricing. An Individual Member commitment of 80% is required.

Distribution of Products: Both Distributed & Direct

Novaspice Products: No

Diversity Supplier: N/A

Achieve Value Summary

Relate Details: NONE

Firm Pricing: Yes

Benchmark Information: The aptitude platform continually monitors the market for price competitiveness. Monthly data refreshes incorporate new pricing on the same product profiles which generates "potential savings" notifications. After identifying an opportunity, aptitude's contracting model provides the ability to go back to suppliers before the end of a contract for market pricing adjustments.

CONTRACT FACT SHEET

Patient Footwear - PBE - 2017

Clinical Selection Process

Product Categories Included: disposable patient footwear, including slipper-socks with tread on the bottom, foam slippers used in CT, and non-slip footwear

Product Review Team Participants: Infection Control, Supply Chain Management, Value Analysis and Nursing

Background: This category was reviewed by the Clinical Quality Value Analyst and the Medical Product Review Team (PRT). There have concerns about the Encapsules slipper related to quality and lack of fit and recall. The slipper steps stretched out posing a fall risk. The Suppliers being considered for this contract are PBE, Encapsules/Chica, Cardinal and Medline and all four have been evaluated at multiple sites. Of note PBE does NOT carry a herring slipper at this time like their competitors. Encapsules product going goes all the way to fit, which is not available in any other supplier. Encapsules also provide a tread called the "Combed" line that offers tread all around the foot vs. just tip and bottom. Staff will want to ensure that they are using these correctly to avoid slippage.

Validation: A trial was done in 2016. Criteria evaluated in the trial included: slipperization of slipper, standing at the top opening of the slipper, induction in the shoe, and effectiveness of tread. End-users endorse all products are clinically acceptable. There were no product recalls during the 12 months prior to review. Product issues are as above in the background.

Recommendation: The Medical PRT endorses the recommendation for a sole source supplier for Mayo Clinic Enterprise based on the financial data and end-user preference. Capita awarded a dual source agreement to Principle Business Enterprises, Inc. and Encapsules Group LLC products are clinically acceptable.

* The assessment above is provided by the Mayo Clinic based on evidence of clinical outcomes and processes. The product attributes provided by Mayo Clinic and Capita members were shared or validated for use within Mayo Clinic. This information is not intended to replace clinical decision making and judgment by members. Members are encouraged to seek with their clinical staff to understand fit and function of these products within their own practice settings.

How to Export an Achieve Price File

- 1) In Vizient Catalog, search for the contract ID number, category and/or supplier for which you want to export an Achieve price file.

- 2) Click the contract that begins with Achieve within the search results to go to the contract details page.

1 Results matching "MS4542AA" in Contracts

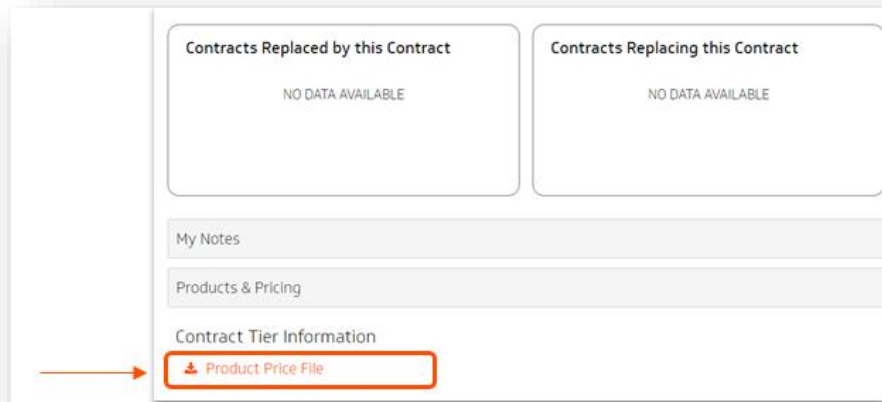
Contract #	Supplier	Description	Contract Type	Start Date	End Date
MS4542AA	Principle Business Enterprises, Inc.	Achieve Committed Program Principle Bus Patient Footwear	Custom	05/01/2018	06/30/2019

Page 1 of 1

Back to Top

25 of 1 Results

3) On the contract details page, click the “Product Price File” link under Products & Pricing.



Rebates

In addition to line item savings, Achieve contracts often include rebates. If an agreement contains any type of rebate component, the detail will be indicated on the Contract Fact Sheet that a rebate is expected for participating/qualifying members, and also specify the expected delivery frequency for payment. Rebates are distributed through Aptitude.

Four different types of rebates can be included on a contract:

- **Maintenance (Base)** — Member is eligible to receive a set percentage on all net sales during a rebate period.
- **Market Share** — A Member is eligible to receive a set % on all Net Sales during a Rebate Period. Rebate Commitment may be equal to or more than Pricing Commitment. This rebate can be used as a substitute for IMPACT Standardization rebates.
- **Growth** — Member that increases its net sales in a rebate period over its net sales during the base period shall be entitled to a growth rebate on such increase in net sales.
- **Volume** — In the event the net sales for a member during any rebate period is equal to or greater than a set dollar amount, the member shall be entitled to receive a volume rebate on all net sales during that rebate period

The only rebate that's included in the members analytics is a maintenance (base) rebate, which is noted in the Aptitude opportunity report (or the contract fact sheet).

Rebates may vary by initiative and supplier, please make sure to review the contract fact sheets for complete details.

Achieve Processes within IMPACT Standardization Program

OVERVIEW

Achieve sales do flow into the IMPACT Standardization Program but are excluded from rebate payment and category will receive “Not Applicable – Achieve” status. If Member has activated an Achieve tier through Contract Price Activation (CPA) on a contract that is part of an Impact Program, then:

- Member will be given “Not Applicable – Achieve” status for category
- Categories with Not Applicable-Achieve status will impact Overall Compliance
- Supplier will not pay rebates through the Impact Program for Not Applicable-Achieve status members

Not Applicable – Achieve status will be effective in the first full quarter beginning at least 30 days after the Achieve tier is approved in CPA. The quarter in which Not Applicable - Achieve status will be effective is based on each individual Achieve tier activation, not on the date of a member's participation in the overall Achieve program.

Examples:

Subsequent quarter after (Approved date + 30 Days)

Achieve “Approved” Date	Approved Date + 30 Days (Qtr)	Impact Effective Date (Subsequent Qtr)
12/1/18	12/31/18 (4Q18)	1Q19
1/17/19	2/17/19 (1Q19)	2Q19
3/2/19	4/1/19 (2Q19)	3Q19
3/19/19	4/19/19 (2Q19)	3Q19

Achieve NA- PROCESS

At the start of each quarter the Impact Operations team:

- Identifies and configures in Impact any new Achieve contracts that match Impact category contracts
- Pulls approved Achieve tier activations for new calendar quarter (i.e. 2Q19) from CPA system
- Sets any member Impact participations tied to approved tier activations to Not Applicable – Achieve status
- Impact PCS system will then use the member's system level Achieve contract compliance percentage to set and load their Impact validated potential amount
- Sales (PRS) / Compliance % (aptitude) – Impact Potential
- Impact Potentials will change throughout the quarter when new sales or compliance data becomes available
- PRS Sales and potentials WILL be included in the program overall compliance calculation
- Only Impact IO staff can grant or remove Not Applicable – Achieve status
- Not Applicable – Achieve status will remain in Impact until the Portfolio ends or the Achieve contract ends

Since **aptitude**-supplier Achieve data will be at System Level only, Impact potentials will be set for each Impact sign up so individual participation compliance will equal the System compliance:

- *Example: aptitude reports compliance of 90% for System ID 123 on contract MS1234. System ID 123 has two separate configurations in the Impact Program where MS1234 resides.*

eLOC: Declaring Participation Intent with the electronic letter of commitment (eLOC)

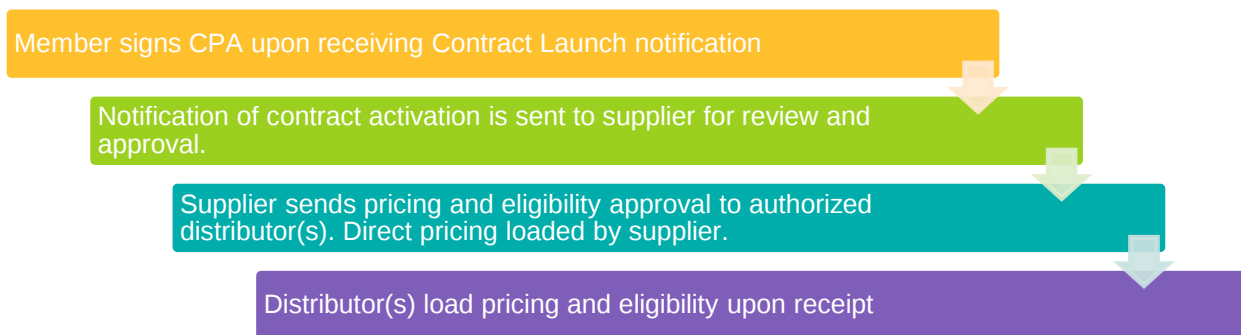
Pricing Authorization Process

The Pricing Authorization Process starts with the execution of the eLOC. To receive Achieve contract pricing, members must complete the eLOC via the Contract Price Activation (CPA) in Vizient Catalog.

Supplier/Distributor Expectations

Once the member submits the CPA for the category, a notification is sent to the manufacturer. The Manufacturer will notify the Distributor; allow approximately 45-60 days for the pricing to be activated by the distributor.

The Achieve pricing authorization process



To ensure this process is complete we encourage members to discuss the suggested best practice listed below.

To avoid credit/rebills, members need to be in contact with their distributor to synchronize the date on which they will begin to receive new pricing.

We strongly encourage members to develop a plan to monitor the implementation of new Achieve pricing. This plan should include:

- Weekly contact with distributor. Make sure they know what eLOCs you are signing and when.
- Follow-up plan for direct pricing to assure that new prices are implemented in a timely fashion.
- Informing vendors when eLOCs are signed to assure they understand your expectations.

How to complete and submit an Achieve contract LOC

Follow the steps below to complete and digitally submit the electronic letter of commitment for the Achieve program in Vizient Catalog. Note that screen images provided here may vary slightly from your view.

Select a contract

Using the search feature in Vizient Catalog, open an Achieve contract. From the contract details screen, select “Request a new tier.” You are now in the Contract Price Activation (CPA) tool.

Select a tier

Select the button that corresponds to your tier. Note that most Achieve contracts have one program tier.

The screenshot shows the CPA tool interface. At the top, there's a progress bar with 8 steps: 1. Select Contract, 2. Select Tiers (highlighted), 3. Choose Facilities, 4. Select Facilities, 5. Facility Confirmation, 6. Authorize Agreement, 7. Attachments, and 8. Request Summary Details. Below the progress bar, the contract details are displayed: Contract EN0020AD - Committed Program Cardinal Health (tmly Covidien) Feeding Pumps & Pump Sets, Supplier Cardinal Health Inc, and Effective Dates April 30, 2018 - May 30, 2020. A dropdown menu shows 'Committed Program Cardinal Health (tmly Covidien) Feeding Pumps & Pump Sets EN0020AD Tiered Pricing'. Below this is a table with columns: Tier, Description, and Form Required. The table contains one row: Tier 001, Description Tier 1 Individual Member Commitment of 85%, and Form Required Yes. A 'Clear All' button is at the bottom left.

Tier	Description	Form Required
001	Tier 1 Individual Member Commitment of 85%	Yes

Choose facilities / Select facilities

You may select an existing facility list (previously created and saved by you) or create a new facility list. If you choose to create a new facility list, a follow-up screen will allow you to select facilities.

The screenshot shows the CPA tool interface at the 'Choose Facilities' step. The progress bar at the top has 5 steps: 1. Select Contract, 2. Select Tiers, 3. Choose Facilities (highlighted), 4. Select Facilities, and 5. Facility Confirmation. Below the progress bar, the 'Choose Facilities' section has two radio buttons: 'Select from a saved facility list' (selected) and 'Create a new facility list'. To the right of the selected radio button is a dropdown menu with 'Select..' and a downward arrow.

Facility confirmation

In this step, CPA will perform a duplicate check to ensure that the selected facilities have not already been submitted on a previous tier request. If duplicate facilities are found, they will be removed from the current request.

ID	Name
1Q	Staff Model HMO
1R	University, College Or School
1S	Ambulatory Care
1U	Long Term Care
1Y	Retail Pharmacy
4Y	Home Health Care
CQ	Corporate
DF	Physician Office
IN	Acute Care
VK	Hospitality

New facility additions are processed and distributed to suppliers when applicable. It is requested that suppliers review membership additions and extend pricing to new facilities on all contracts that the parent IDN has declared Participating.

Complete form

Complete any remaining fields necessary to submit the digital form. Most data points are populated automatically; so user input at this step should be minimal.

Contract EN0020AD - Committed Program Cardinal Health (frmly Covidien) Feeding Pumps & Pump Sets

Commitment Program Committed Program Cardinal Health (frmly Covidien) Feeding Pumps & Pump Sets EN0020AD

Form Achieve_Committed_Program_LOC

The following information will be used to complete the form for your request. Please fill in all required (*) fields.

Your Facility Information

Member/Facility Name
Essentia Health

Member Rep Information

Representative Printed Name *

Authorize agreement

View a facsimile of the fully populated form and facility list. (Double-click the PDF icon to view all pages.)



SAMPLE_Achieve_Committed_Program_LO

Attachments

Attachments – The user can attach any additional documentation to the request in this step.

The screenshot shows a progress bar at the top with 8 steps. Step 8, 'Attachments', is highlighted in green. Below the progress bar, the text 'Please attach any supporting documentation.' is displayed. A green button labeled 'Attach Content' is present. Below this, there is a table with two columns: 'Date' and 'File Name'. The table currently contains one row with the text 'No attachments'.

Date	File Name
No attachments	

Request Summary Details

In this final screen before submitting, the user can review all data values such as Tier selected, Facilities selected, form data, etc. Click the Finish button at the bottom of the screen to submit the request.

The screenshot shows a progress bar at the top with 9 steps. Step 9, 'Request Summary Details', is highlighted in green. Below the progress bar, there are three tabs: 'Selected Tiers', 'Selected Facilities', and 'Form Information'. The 'Selected Tiers' tab is active. It displays a dropdown menu with the selected tier: 'EN0020AD - Committed Program Cardinal Health (fmrly Covidien) Feeding Pumps & Pump Sets'. Below this, there is a table with the following information:

Contract EN0020AD - Committed Program Cardinal Health (fmrly Covidien) Feeding Pumps & Pump Sets	
Supplier Cardinal Health Inc	
Effective Dates April 30, 2018 - May 30, 2020	
Price Program	Tier
Committed Program Cardinal Health (fmrly Covidien) Feeding Pumps & Pump Sets EN0020AD Tiered Pricing	001 : Tier 1 Individual Member Commitment of 85%

Achieve Committed Program Analytic Tools

Opportunity Analytics

Achieve analytics are provided via the Aptitude platform. The analytics included are for all active Achieve contract categories.

The list of categories are located within the Execute field which can be found on the Aptitude home screen (shown below) and is displayed via a list or card format.

The screenshot shows the Aptitude platform interface. The top navigation bar includes 'Create', 'Execute', 'Manage', and 'Catalog'. The 'Execute' tab is selected. Below the navigation bar, there are four cards under the 'CREATE' section: '62 aptitude Categories' with potential savings of \$10.3m/yr, '55 aptitude Categories' with \$2.8m/yr, '65 aptitude Categories' with \$375k/yr, and 'aptitude CUSTOM REQUEST? Build YOUR CATEGORY'. Below these is the 'EXECUTE' section with a 'Join Group Contract' card. A red box highlights the 'Execute' tab and the 'Join Group Contract' card. An arrow points from the 'Join Group Contract' card to a table of opportunities.

The table shows a list of opportunities with columns: Opportunities by Category, Details, Status, and Expires. A red box highlights the 'List or Card View' toggle. The table contains the following data:

Opportunities by Category	Details	Status	Expires
Advanced Heel Protection > Achieve Committed Program Sage Products Inc	Contract ID: MS1960AF Clinical Preference Target: 90%	Review and Join	01/01/2021
Alcohol Prep Pads > Achieve Committed Program Cardinal Health Inc	Contract ID: MS2980AC Clinical Preference Target: 80%	Review and Join	06/01/2020
Anesthesia Masks & Breathing Circuits > Achieve Committed Program Ambu	Contract ID: MS5381AC Clinical Preference Target: 80%	Review and Join	10/01/2020
Anesthesia Masks & Breathing Circuits > Achieve Committed Program Medline Industries	Contract ID: MS5382AE Clinical Preference Target: 90%	Review and Join	10/01/2020
Diagnostic Procedure Trays > Achieve Committed Program CareFusion Corp	Contract ID: MS1130AJ Clinical Preference Target: 90%	Review and Join	01/01/2021

The analytics summary is also available in an excel document; which can be accessed by clicking the “Download” button in the Execute stage.

The screenshot shows the Aptitude platform interface. The top navigation bar includes 'Create', 'Execute', 'Manage', and 'Catalog'. The 'Execute' tab is selected. Below the navigation bar, there are four cards under the 'CREATE' section: '62 aptitude Categories' with potential savings of \$10.3m/yr, '55 aptitude Categories' with \$2.8m/yr, '65 aptitude Categories' with \$375k/yr, and 'aptitude CUSTOM REQUEST? Build YOUR CATEGORY'. Below these is the 'EXECUTE' section with a 'Join Group Contract' card. A red box highlights the 'Execute' tab and the 'Join Group Contract' card. An arrow points from the 'Join Group Contract' card to a table of opportunities.

The table shows a list of opportunities with columns: Opportunities by Category, Details, Status, Expires, and a download icon. A red box highlights the 'Download' button. The table contains the following data:

Opportunities by Category	Details	Status	Expires	Download
Adhesive Drapes > Achieve Committed Program 3M Company	Contract ID: MS4060AB Clinical Preference Target: 90%	Review and Join	01/01/2021	Download
Adhesive Tapes > Achieve Committed Program 3M Company	Contract ID: MS4500AB Commodity Target: 90%	Review and Join	01/01/2021	Download
Advanced Heel Protection > Achieve Committed Program Sage Products Inc	Contract ID: MS1960AF Clinical Preference Target: 90%	Review and Join	01/01/2021	Download
Advanced Wound Care > Achieve Committed Program Smith & Nephew Inc	Contract ID: MS1382AK Clinical Preference Target: 80%	Review and Join	04/01/2020	Download
Advanced Wound Care > Achieve Committed Program Molnlycke Health Care US, LLC	Contract ID: MS1383AL Clinical Preference Target: 80%	Review and Join	04/01/2020	Download
Advanced Wound Care > Achieve Committed Program Medline Industries	Contract ID: MS1384AE Clinical Preference Target: 80%	Review and Join	04/01/2020	Download
Advanced Wound Care > Achieve Committed Program Convatec	Contract ID: MS1381AI Clinical Preference Target: 80%	Review and Join	04/01/2020	Download

BLUE – contracts where the supplier is part of the Reveal program

a Opportunity Summary														b
Active MROs - 04/01/2019 - 03/31/2020														
Contract #	Buyer	Segment	Category	Contracted Seller	Contracted Sell ¹ Market Share	Contract Requirement ²	Current Primary Seller	Primary Seller ³ Market Share	Contract ⁴ Start Date	Contract ⁴ End Date	Optimized Price ⁵ Spend	Optimized Price ⁵ Savings	Rebate ⁶	Contract Compliance ⁷
M6160406	Active Care/General Programs	Disposal Preference	Adhesion Drapers	3M Company	100%	100% Individual Requirement	3M Company	100%	9/20/2019	9/20/2021	\$2,520.66	\$175.74		
M6160407	Active Care/General Programs	Disposal Preference	Adhesion Drapers	3M Company	100%	100% Individual Requirement	3M Company	100%	9/20/2019	9/20/2021	\$1,558.66	\$114.66	4.00%	
M616030AL	Active Care/General Programs	Disposal Preference	Advanced Wound Care	Mohndex Healthcare Care, LLC	100%	100% Individual Requirement	Medline Industries	45%	9/20/2019	9/20/2021	\$50,881.23	\$5,074.77		
M616030AM	Active Care/General Programs	Disposal Preference	Advanced Wound Care	Mohndex Healthcare Care, LLC	100%	100% Individual Requirement	Medline Industries	45%	9/20/2019	9/20/2021	\$1,444.64	\$144.46	3.00%	
M6160301	Active Care/General Programs	Disposal Preference	Advanced Wound Care	ComTech	100%	100% Individual Requirement	Medline Industries	45%	9/20/2019	9/20/2021	\$50,674.41	\$5,067.44		
M616030AC	Active Care/General Programs	Disposal Preference	Advanced Wound Care	Medline Industries	100%	100% Individual Requirement	Medline Industries	45%	9/20/2019	9/20/2021	\$44,770.00	\$4,477.00	2.00%	
M616030AB	Active Care/General Programs	Disposal Preference	Advanced Wound Care	Medline Industries	100%	100% Individual Requirement	Medline Industries	45%	9/20/2019	9/20/2021	\$1,558.66	\$155.87	3.00%	
M616030AF	Active Care/General Programs	Disposal Preference	Advanced Wound Care	Medline Industries	100%	100% Individual Requirement	Medline Industries	45%	9/20/2019	9/20/2021	\$44,770.00	\$4,477.00	2.00%	
M616030AD	Active Care/General Programs	Disposal Preference	Advanced Wound Care	Medline Industries	100%	100% Individual Requirement	Medline Industries	45%	9/20/2019	9/20/2021	\$44,770.00	\$4,477.00	2.00%	
M616030AF	Active Care/General Programs	Disposal Preference	Advanced Wound Care	Medline Industries	100%	100% Individual Requirement	Medline Industries	45%	9/20/2019	9/20/2021	\$44,770.00	\$4,477.00	2.00%	
M616030AC	Active Care/General Programs	Disposal Preference	Advanced Wound Care	Medline Industries	100%	100% Individual Requirement	Medline Industries	45%	9/20/2019	9/20/2021	\$44,770.00	\$4,477.00	2.00%	
M616030AD	Active Care/General Programs	Disposal Preference	Advanced Wound Care	Medline Industries	100%	100% Individual Requirement	Medline Industries	45%	9/20/2019	9/20/2021	\$44,770.00	\$4,477.00	2.00%	
M616030AF	Active Care/General Programs	Disposal Preference	Advanced Wound Care	Medline Industries	100%	100% Individual Requirement	Medline Industries	45%	9/20/2019	9/20/2021	\$44,770.00	\$4,477.00	2.00%	
M616030AC	Active Care/General Programs	Disposal Preference	Advanced Wound Care	Medline Industries	100%	100% Individual Requirement	Medline Industries	45%	9/20/2019	9/20/2021	\$44,770.00	\$4,477.00	2.00%	
M616030AD	Active Care/General Programs	Disposal Preference	Advanced Wound Care	Medline Industries	100%	100% Individual Requirement	Medline Industries	45%	9/20/2019	9/20/2021	\$44,770.00	\$4,477.00	2.00%	
M616030AF	Active Care/General Programs	Disposal Preference	Advanced Wound Care	Medline Industries	100%	100% Individual Requirement	Medline Industries	45%	9/20/2019	9/20/2021	\$44,770.00	\$4,477.00	2.00%	
M616030AC	Active Care/General Programs	Disposal Preference	Advanced Wound Care	Medline Industries	100%	100% Individual Requirement	Medline Industries	45%	9/20/2019	9/20/2021	\$44,770.00	\$4,477.00	2.00%	
M616030AD	Active Care/General Programs	Disposal Preference	Advanced Wound Care	Medline Industries	100%	100% Individual Requirement	Medline Industries	45%	9/20/2019	9/20/2021	\$44,770.00	\$4,477.00	2.00%	
M616030AF	Active Care/General Programs	Disposal Preference	Advanced Wound Care	Medline Industries	100%	100% Individual Requirement	Medline Industries	45%	9/20/2019	9/20/2021	\$44,770.00	\$4,477.00	2.00%	
M616030AC	Active Care/General Programs	Disposal Preference	Advanced Wound Care	Medline Industries	100%	100% Individual Requirement	Medline Industries	45%	9/20/2019	9/20/2021	\$44,770.00	\$4,477.00	2.00%	
M616030AD	Active Care/General Programs	Disposal Preference	Advanced Wound Care	Medline Industries	100%	100% Individual Requirement	Medline Industries	45%	9/20/2019	9/20/2021	\$44,770.00	\$4,477.00	2.00%	
M616030AF	Active Care/General Programs	Disposal Preference	Advanced Wound Care	Medline Industries	100%	100% Individual Requirement	Medline Industries	45%	9/20/2019	9/20/2021	\$44,770.00	\$4,477.00	2.00%	
M616030AC	Active Care/General Programs	Disposal Preference	Advanced Wound Care	Medline Industries										

Contract ID	Buyer	Segment	Category	Contracted Seller	Contracted Seller Market Share
MS4060AB	Achieve Committed Program	Clinical Preference	Adhesive Drapes	3M Company	100%
MS1960AF	Achieve Committed Program	Clinical Preference	Advanced Heel Protection	Sage Products Inc	0%
MS1382AK	Achieve Committed Program	Clinical Preference	Advanced Wound Care	Smith & Nephew Inc	1%
MS1383AL	Achieve Committed Program	Clinical Preference	Advanced Wound Care	Molnlycke Health Care US, LLC	2%
MS1384AE	Achieve Committed Program	Clinical Preference	Advanced Wound Care	Medline Industries	46%
MS1381AI	Achieve Committed Program	Clinical Preference	Advanced Wound Care	ConvaTec	37%
MS2980AC	Achieve Committed Program	Clinical Preference	Alcohol Prep Pads	Cardinal Health Inc	100%
MS5381AC	Achieve Committed Program	Clinical Preference	Anesthesia Masks & Breathing Circuits	Ambu	0%
MS5382AE	Achieve Committed Program	Clinical Preference	Anesthesia Masks & Breathing Circuits	Medline Industries	1%
MS3053AF	Achieve Committed Program	Clinical Preference	Anti Embolism Stockings	Cardinal Health Inc	100%

- 21

5) Contract Seller Market Share - the buyers current market share with the seller on this contract

Contract Requirement %	Current Primary Seller	Primary Seller Market Share	Contract Start Date	Contract End Date
90% Individual Commitment	3M Company	100%	5/1/2018	1/1/2021
90% Individual Commitment	Medline Industries	100%	5/1/2018	1/1/2021
90% Individual Commitment	Medline Industries	46%	5/1/2018	4/1/2020
90% Individual Commitment	Medline Industries	46%	5/1/2018	4/1/2020
80% Individual Commitment	Medline Industries	46%	5/1/2018	4/1/2020
80% Individual Commitment	Cardinal Health Inc	100%	10/1/2018	6/1/2020
80% Individual Commitment	CareFusion Corp	98%	5/1/2018	10/1/2020
90% Individual Commitment	CareFusion Corp	98%	5/1/2018	10/1/2020
90% Individual Commitment	Cardinal Health Inc	100%	10/1/2018	6/1/2020

6) Contract Requirement % - the contract tier requirement for this contract in order to be compliant

7) Current Primary Seller - the seller that the buyer is currently purchasing majority of their products with

8) Primary Seller Market Share - the buyers current market share with the seller they are purchasing majority of their products, in UNSPSCs that are included in the contract

9) Contract Start and End Date – the contract effective date and the date the contract expires.

Optimized Planned Spend	Optimized Planned Savings	Rebate %	Contracted Supplier Rebate Savings	Total Savings	Contract Participation %	Participation Date
\$518.00	\$12.88	4.00%	\$20.72	\$33.60	90% Individual Commitment	6/7/2019
\$65,460.69	-\$17,634.23		\$0.00	-\$17,634.23		
\$52,881.23	-\$5,054.77		\$0.00	-\$5,054.77		
\$45,470.87	\$2,355.59	2.00%	\$475.36	\$2,830.95		
\$50,574.21	-\$2,747.75		\$0.00	-\$2,747.75		
\$1,509.66	-\$3.05		\$0.00	-\$3.05		
\$24,528.80	\$22.15	4.00%	\$11.46	\$33.62		

10) Optimized Planned Spend - the expected spend if the buyer were to optimize their spend (convert) to the contracted seller.

11) Optimized Planned Savings - the expected savings if the buyer were to optimize their spend (convert) to the contracted seller. Columns 10 + 11 equals the buyers current spend.

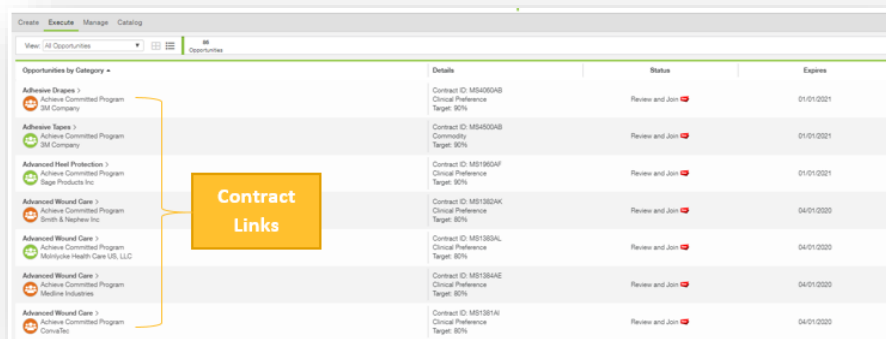
12) Rebate % - the base maintenance rebate percentage offered on this contract.

13) Contracted Supplier Rebate Savings – the amount of rebate savings the buyer will have if they optimize their spend (convert) to the contracted supplier based on the rebate percentage offered. Spend with the contracted seller * Rebate %.

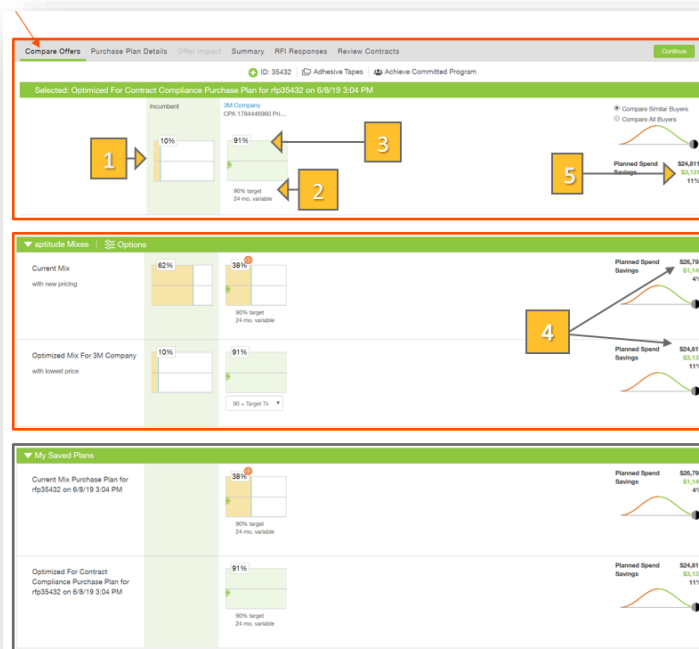
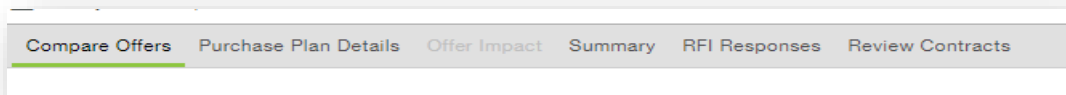
14) Total Savings – the totals savings the buyer will have if they optimize their spend (convert) to the contracted seller. Columns 11 + 13.

15) Contract Participation % and Date - the market share commitment the buyer committed to when signing the contract plus the contract type and the date the buyer signed the contract.

By clicking a contract link, in either the list or card view within the Execute stage, the following details are included:



Opportunities by Category	Details	Status	Expires
Adhesive Drapes > Achieve Committed Program 3M Company	Contract ID: MS4000AB Clinical Preference Target: 80%	Review and Join	01/01/2021
Adhesive Tapes > Achieve Committed Program 3M Company	Contract ID: MS4000AB Clinical Preference Target: 80%	Review and Join	01/01/2021
Advanced Wound Protection > Achieve Committed Program Tegaderm Products Inc.	Contract ID: MS1900AF Clinical Preference Target: 80%	Review and Join	01/01/2021
Advanced Wound Care > Achieve Committed Program Smith & Nephew Inc.	Contract ID: MS1302AK Clinical Preference Target: 80%	Review and Join	04/01/2020
Advanced Wound Care > Achieve Committed Program Molloy Health Care US, LLC	Contract ID: MS1900AL Clinical Preference Target: 80%	Review and Join	04/01/2020
Advanced Wound Care > Achieve Committed Program Medline Industries	Contract ID: MS1304AE Clinical Preference Target: 80%	Review and Join	04/01/2020
Advanced Wound Care > Achieve Committed Program Covidien	Contract ID: MS1301AI Clinical Preference Target: 80%	Review and Join	04/01/2020



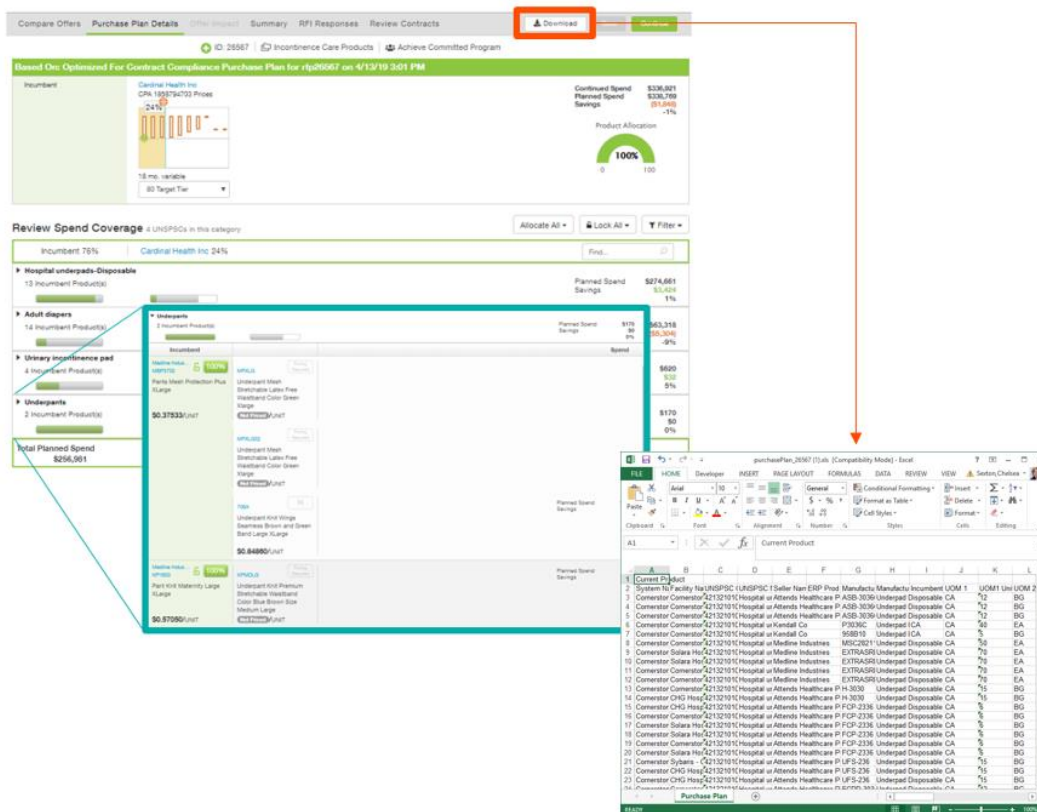
Compare Offers:

1. Market share with incumbent supplier
2. Contract market share requirement

3. Percent of contract coverage that can be met
4. Annual planned spend with current mix or optimized mix with contracted supplier at the lowest price.
5. Total projected value based on meeting the required commitment

Purchase Plan Details:

Purchase Plan Details view gives an overview of each subcategory of product within the contract that member indicated prior spend in. Member can open each subcategory to show breakdown by product level (teal box below) or download the purchase plan report that shows current allocations of spend (red box below).



The Purchase Plan report can be downloaded at any point in the allocation process within Purchase Plan Detail. It is simply a “snapshot” of what is currently being allocated in the contract and can be used to help give a different view of what is seen in detail and record the price/unit selected for each item at each child facility:

Column	Description
C - UNSPSC Code	UNSPSC Code
D - UNSPSC Name	UNSPSC Name (subcategories in Purchase Plan Details)
E - Seller Name	Incumbent Seller Name
R - # Units Purchased	Units purchased from incumbent seller based on current data
S - Price Each	Price of each incumbent product based on current data
T - Spend	Spend of each incumbent product based on current data
U - Seller Name	Seller holding 100% allocation indicator upon plan submission
AH - # Units Purchased	Units purchased carried from incumbent seller figures
AI - Price Each	Price of each 100% allocation indicator upon plan submission
AJ - Spend Allocation	Spend of each 100% allocation based on AH and AI upon submission
AK - Cross-Reference Type	Indicates if legacy or new price with incumbent or new seller

The example to the left shows a situation where the incumbent product has 3 suitable crosses to contract products. 2 of these are unpriced from the supplier and 1 is more expensive, but it is up to the member to decide whether to allocate to meet plan compliance or continue purchasing their incumbent product.

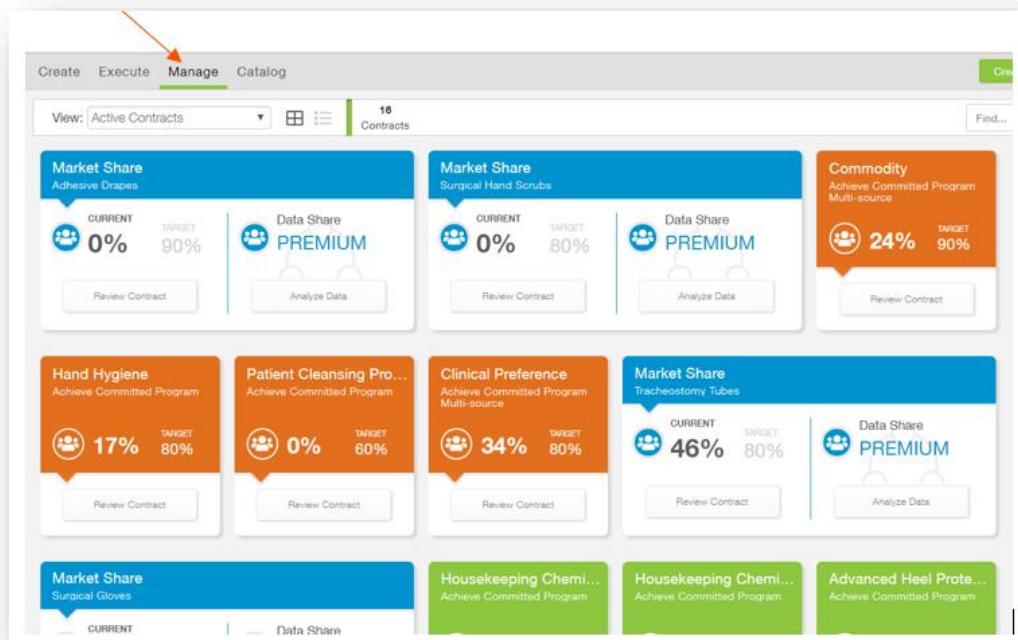
Incumbent	
Attends Health ... FCP-2336 Underpad Disposable Air Dr Breathables 23 Inches x 36 Inches \$0.37165/UNIT	MOC2336UPS  Underpad Disposable Standard Moderate Absorbency Latex Free Green 23 X 26 Inch N/A Priced/UNIT UPSMID2336  Underpad Disposable Standard Moderate Absorbency Latex 23 X 36 Inch N/A Priced/UNIT P2336B  Underpad Disposable Wings Quilted Breathable Airlaid Light Blue 23 x 36 Inches \$0.65516/UNIT

Summary View

[illegible]

Compliance Tracking

The Aptitude platform provides Achieve members with a way to track and manage their individual contract and segment compliance. The compliance data can be found in the Manage section, as shown below.



The compliance cards on the Manage tab are color coded according to (opposite of color coding under the Execute tab):

RED – contracts where member is under compliant

GREEN – contracts where member is compliant (or over)

YELLOW – contracts where member is within 10% of compliance

BLUE – contracts where the supplier is part of the Reveal program

Click within the contract and/or segment card to view the specific measurement details.

Cross-Referencing

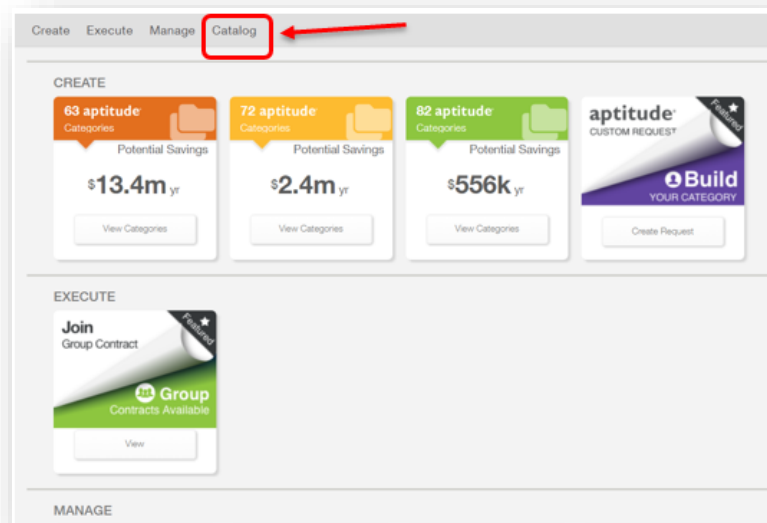
Achieve cross referencing detail can be found in the Aptitude contract purchase plan (as noted in the Opportunity analytics above) or in Marketplace Catalog.

Aptitude Marketplace Catalog

The Aptitude Marketplace Catalog offers product cross referencing. The cross referencing is provided down to the product level within the categories and could include multiple supplier options as well as primary and secondary crosses for any given supplier.

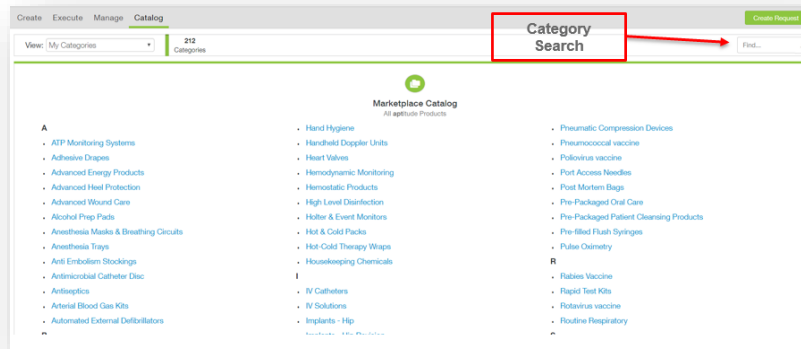
Location of the Catalog

The Aptitude Marketplace Catalog is located on the members' home screen on the top bar of the Aptitude platform.



Category Search

Once you click on the Catalog, a list of categories will be provided. The categories are alphabetized A-Z and there is a search functionality included as well.



The top left section of the category search will allow you to toggle between “My Categories” and “All Categories”. “My Categories” includes those categories you have spend in and “All Categories” includes the categories where you do not have spend as well.

Product List

When you click on any given category, a list of products will be provided. The list includes all of the specific members incumbent products where there is spend, if “Products with Spend” is selected in the drop down in the top left of the page. The drop-down selection of “All Products” provides a full listing of all the products within the category if they were purchased by any member within the Aptitude platform.

Catalog

Products

Download

Hand Hygiene Catalog

View: Products with Spend

46 Products

Find...

Products	Sellers	UNSPSC	Spend	Crosses	Reviewed
08047 Soap Skin Liquid Antibacterial 1 Gallon	The Procter & Gamble Dis...	Soaps	\$499	0	0 0
1105-R2 Soap Hand Cleanser Herbal Scent White 15oz Bottle	Steris Corp	Soaps	\$124	0	0 0
12055 Sanitizer Hand Foam Alcohol Free 8oz	Woodward Laboratories Inc	Hand sanitizer	\$416	0	0 0
12092 Sanitizer Hand Foam Alcohol Free 8oz	Woodward Laboratories Inc	Hand sanitizer	\$1,323	0	0 0
1904-02 Refill Hand Sanitizer Foam Instant Purell Advanced Green Certified 1200ml	GoJo Industries	Hand sanitizer	\$240	0	0 0

There is an option to download the data using the Download button located on the top right portion of the screen. This will provide additional details about the incumbent product and the different crosses available. The crosses will vary by category and will not be specific to a supplier that has a contract award.

Catalog
Products

Hand Hygiene
Catalog

Download

View: Products with Spend
46 Products
Find...

Products	Sellers	UNSPSC	Spend	Crosses	Reviewed
06047 Soap Skin Liquid Antibacterial 1 Gallon	The Procter & Gamble Dis...	Soaps	\$499	0	0
1105-F2 Soap Hand Cleanser Herbal Scent White 15oz Bottle	Steris Corp	Soaps	\$124	0	0
12055 Sanitizer Hand Foam Alcohol Free 8oz	Woodward Laboratories Inc	Hand sanitizer	\$416	0	0
12092 Sanitizer Hand Foam Alcohol Free 8oz	Woodward Laboratories Inc	Hand sanitizer	\$1,323	0	0
1904-02 Refill Hand Sanitizer Foam Instant Purell Advanced Green Certified 1200ml	GoJo Industries	Hand sanitizer	\$240	0	0

Learning resources

[View recording →](#)

[Request program or technical support →](#)

[Support link](#)

- Member Support Process Policy: [\(Provide link under Member Reference Guide\)](#)
 - New Member Procedure: The process and steps taken when a member joins the Achieve program.
 - Compliance Policy: The different components of Achieve compliance measurement, analysis and non-compliant implications.
 - Termination Procedure: The steps required when an Achieve member provides notice of termination.
- Achieve Aptitude User Guide – Aptitude guide that walks through contract opportunities, analytics, compliance, cross referencing, etc.
- Member Connection webinars – Meeting where participants can learn about the latest developments and how to maximize program value. Presentation materials from the sessions are shared on the Achieve member website following each live event.

Reporting

Segment and Individual Contract Compliance

Achieve compliance reports are provided to the members on a monthly basis. The report is split out to display segment compliance and individual contract level compliance separately.

Segment Compliance

Achieve Compliance Report				Achieve Member	
Data through Oct 2019				Member ID	
Overall Segment Level Compliance					
Data Range: January - June					
Category	Compliant Spend	Total Spend	Target Compliance	Compliance %	
Clinical Preference	\$176,870	\$279,341	80%	63%	
Commodity	\$39,965	\$77,238	90%	52%	
Data Range: July - December					
Category	Compliant Spend	Total Spend	Target Compliance	Compliance %	
Clinical Preference	\$135,431	\$223,976	80%	60%	
Commodity	\$27,717	\$60,990	90%	45%	

Segment compliance key:

-  Member is under compliant
-  Member is within 10% of compliance requirement
-  Member is compliant (or over)

Individual Contract Compliance

Individual Contract Level Compliance based on eLOC Contract Activation

Segment Type	Category	Contract Num	Supplier	Target Compliance %	Date Range: January-June				Date Range: July-December			
					Compliant Spend	Total Spend	Months	Compliance %	Compliant Spend	Total Spend	Months	Compliance %
Clinical Preference	Alcohol Prep Pads	MS7660AA	Cardinal Health Inc	80%				100%	\$266	\$266	1	100%
Clinical Preference	Anesthesia Masks & Breathing Cir	MS5382AE	Medline Industries	70%	\$2,994	\$3,756	6	80%	\$3,125	\$3,169	4	99%
Clinical Preference	Anti Embolism Stockings	MS3053AF	Cardinal Health Inc	90%	\$167	\$178	5	94%	\$244	\$244	4	100%
Clinical Preference	Arterial Blood Gas Kits	MS5400AA	Smiths Medical	80%	\$585	\$585	6	100%	\$225	\$225	2	100%
Clinical Preference	CHG Preoperative Skin Prep	MS0670AG	CareFusion Corp	90%	\$13,711	\$13,711	6	100%	\$9,627	\$9,627	4	100%
Clinical Preference	Disinfecting Caps	MS6711AA	3M Company	90%	\$1,945	\$1,945	2	100%	\$1,073	\$1,073	2	100%
Clinical Preference	Electrosurgical Pencils	CE2981AI	Covidien Sales LLC	90%	\$581	\$601	2	97%	\$690	\$690	2	100%
Clinical Preference	Exam Gloves	MS4554AE	Medline Industries	90%	\$12,877	\$21,796	6	59%	\$18,741	\$20,430	4	92%
Clinical Preference	Feeding Pumps & Pump Sets	EN0020AD	Cardinal Health Inc	80%	\$127	\$127	1	100%	\$156	\$156	2	100%
Clinical Preference	Gastro Intestinal Tubes	MS0630AB	Cardinal Health Inc	90%	\$287	\$479	3	60%	\$441	\$828	4	53%
Clinical Preference	Hand Hygiene	MS2312AI	GoJo Industries	80%					\$3,697	\$3,697	3	100%
Commodity	Lancets	LB0551AE	Medicare Medical Supply	70%	\$110	\$391	1	11%	\$110	\$1,828	4	6%
Commodity	Sharps Containers	MS4480AC	Cardinal Health Inc	80%	\$2,059	\$2,059	2	100%	\$4,592	\$4,592	4	100%
Commodity	Sterilization Packaging	MS2230AL	Owens & Minor Inc	90%	\$0	\$2,056	3	%	\$0	\$1,407	4	%

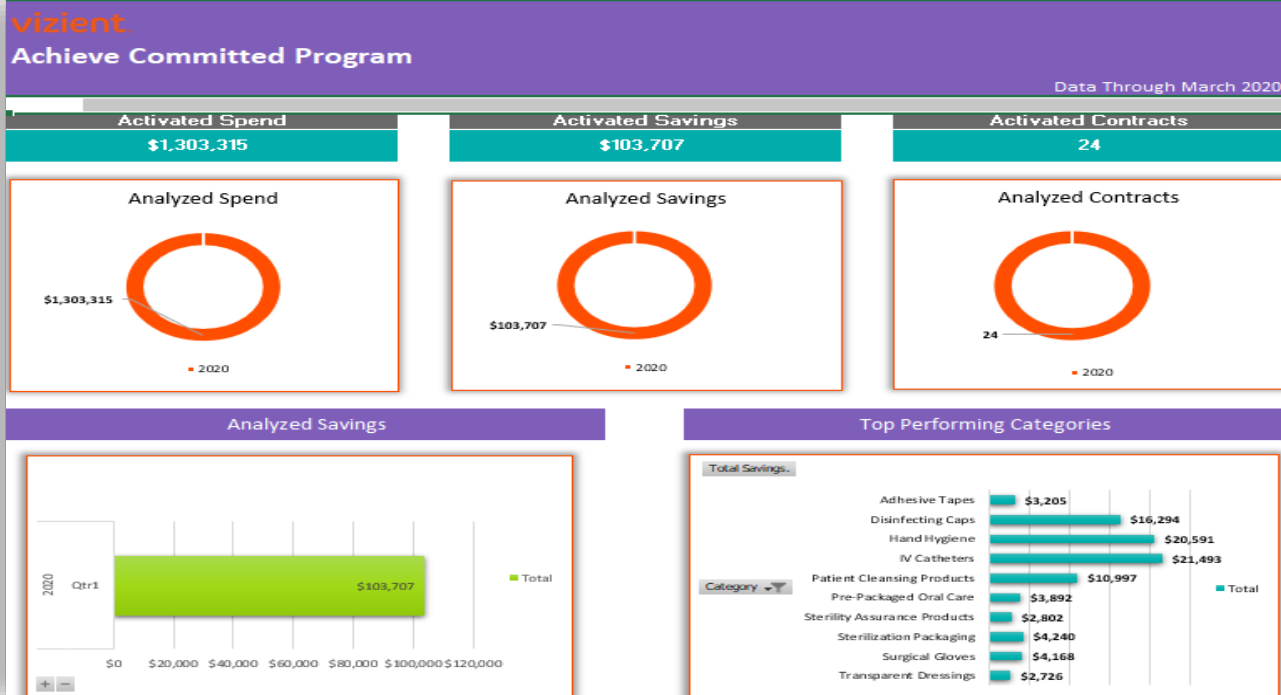
Individual contract compliance key:

- Member is under compliant at <50% of commitment requirement
- Member is under compliant at >51% of commitment requirement
- Member is compliant (or over)

Savings Report

Achieve savings reports are provided to the members on a quarterly basis. The data in the report is based on annual booked spend and value recorded at the time of contract activations.

An example of a report is shown below, including a summarized view and contract level detail.



Achieve Savings Report
Aug-19

Member Name

					\$127,874	\$20,235	\$1,405	\$21,640	17%
Segment	Category	Contracted Seller	Contract ID	Participation Date	Booked Current Spend (\$)	Calculated Line Item Savings (\$)	Calculated Rebate Savings (\$)	Total Booked Savings (\$)	Booked Savings (%)
Commodity	Housekeeping Chemicals	Diversey Inc	FM0142AC	8/29/2019	\$1,300	\$0	\$0	\$0	0%
Commodity	Patient Footwear	Encompass Group LLC	MS4541AD	8/29/2019	\$1,089	\$55	\$0	\$55	5%
Clinical Preference	Electrosurgical Pencils	Covidien Sales LLC	CE2981AI	8/13/2019	\$7,866	\$4,484	\$0	\$4,484	57%
Clinical Preference	CHG Preoperative Skin Prep	CareFusion Corp	MS0670AG	8/29/2019	\$7,845	\$1,545	\$0	\$1,545	20%
Clinical Preference	Hand Hygiene	Golo Industries	MS2312AI	8/12/2019	\$15,381	\$2,658	\$248	\$2,907	19%
Clinical Preference	Anti Embolism Stockings	Cardinal Health Inc	MS3053AF	8/8/2019	\$393	\$191	\$0	\$191	49%
Clinical Preference	Adhesive Drapes	3M Company	MS4060AB	8/13/2019	\$1,529	\$182	\$0	\$182	12%
Clinical Preference	Surgical Gloves	Cardinal Health Inc	MS4132AK	8/29/2019	\$23,492	\$2,664	\$0	\$2,664	11%
Clinical Preference	Exam Gloves	Medline Industries	MS4554AE	8/29/2019	\$20,029	-\$3,942	\$361	-\$3,581	-18%
Clinical Preference	Disinfecting Caps	3M Company	MS6711AA	8/13/2019	\$1,781	\$361	\$0	\$361	20%
Clinical Preference	Diagnostic Procedure Trays	CareFusion Corp	MS1130AJ	8/29/2019	\$264	\$84	\$4	\$88	33%
Clinical Preference	Patient Cleansing Products	Medline Industries	MS2961AC	8/29/2019	\$17,041	\$2,056	\$0	\$2,056	12%
Clinical Preference	Regional Anesthesia Trays	B Braun Medical Inc	MS3781AG	8/29/2019	\$8,777	\$1,734	\$0	\$1,734	20%
Clinical Preference	Casting and Splinting	BSN Medical Inc	MS3920AG	8/7/2019	\$18,993	\$8,145	\$792	\$8,937	47%
Clinical Preference	Convection Air Warmers	3M Company	MS6080AA	8/13/2019	\$3,092	\$18	\$0	\$18	1%

Billing and Transaction Fees

In consideration for participation in the Committed Program, Member shall pay Vizient a quarterly participation fee calculated as a percentage of Member's spend in the Committed Portfolio. The Base Participation Fee Rate shall be 1.25% of Member activated spend, not to exceed \$300,000 annually. If a Member falls out of compliance and continues to be non-compliant in either contract and/or Segment, an additional .25% shall be added to the Base Participation Fee Rate until the Members reaches compliance in both the contract and/or Segment. Billing will be based on a quarterly basis.

Achieve Kickoff and Onboarding Checklist

New Member Onboarding Process Steps	
	Member signs the Achieve Participation Agreement
	Confirm that Member is submitting data via MDS or ADS
	Members data is current in Aptitude prior to initial Onboarding/Implementation review
	Program Director sends Welcome Letter to the Member
	Aptitude Analyst provides Achieve Onboarding Team with access to Member's analytics within Aptitude
	Sourcing & Program Manager (S&PM) requests facility roster from Operations Manager
	S&PM requests from Vizient Client Manager/Client Executive the following:
	- S&PM requests CM/CE names of Member Achieve owners/super-users for the Achieve portfolio
	- Schedule meeting to review the program, expectations, and understand the relationships with the Member
	- Request detail (Distribution, main contact(s), etc.) to complete for the Supplier Announcement Letter to notify of new Achieve Member
	- Request review of the Member facility roster
	S&PM connects with new Achieve Member welcoming them and to review the following:
	- Request Member review and approval of the Supplier Announcement Letter
	- Schedule Kick-off Onboarding Meeting to review the program and expectations for portfolio implementation
	- Request review of the Member facility roster
	Sourcing and Contracting Team distributes Member announcement to the Achieve Suppliers
	- Make the effective date equal to the date of the member kick-off call (start of ramp-up measurement period)
	Operations Manager requests Vizient Membership to update Member rostering and to connect with the Vizient CPA team to update Vizient Catalog
	S&PM submits request for Member stakeholder/Client Executive/Client Manager access to Aptitude and Achieve Participant Website
	S&PM adds Member and Client team to the distributions via Sales Force/ICE

The initial Achieve Kickoff call is to provide new Members of expectations of the program and requirements from both Vizient and Member. It offers as an introduction to the Achieve support team and requests from the Member who will be the key contacts for future operations.

Recommended Member actions following the kickoff call:

- Review and begin requesting contract activations
 - ✓ Timeframe: within first two weeks
 - ✓ Tip: Start by activating direct match, “easy win” categories
- Attend two additional Achieve implementation meetings
 - ✓ Timeframe: within two months of kickoff
 - ✓ Meetings cover these topics:
 - ❖ Review remaining opportunities
 - ❖ Additional **aptitude** training
 - ❖ Walk through specific conversion examples
- Join scheduled Achieve Member calls
 - ✓ Timeframe: TBD
 - ✓ These calls include all Achieve participants and cover contracting news, analytics updates, aptitude tips and more

Best practices

Designate one individual to be your organization’s “Super-User” of the aptitude analytics platform.

- The super-user should plan to attend all implementation meetings, including the Member calls every other Tuesday.

Set a weekly calendar block to focus on Achieve contract opportunities.

Achieve Team Roles and Responsibilities

MVP Client Support

The Vizient client team plays an important role in supporting the members through the Achieve committed program. The following list includes the roles and expectations of the client managers and client executives.

Roles and Expectations:

- Understand Member needs and expectations.
- Review the member’s facility rostering and make corrections if needed.
- Provide the contacts, internal and external, that will need access to the Achieve data.
- Assess and validate the analytics at a high level in the Aptitude platform for accuracy of data input.
- Support the members in submitting corrections to their spend data to update UOM variances, if needed.
- Understand how Achieve and other Vizient programs (IMPACT, Aggregation, etc.) fit together and help guide the members through the process.
- Guide members to review Achieve opportunities.
 - ✓ Review viable opportunities and suggest contract activations for specific categories.

- Provide support and follow-up for contract activation requests by reaching out to supplier contacts to request their approval.
- Work with the member's distributor on new contract activation approvals to make sure pricing is loaded in a timely manner.
- Assist member with cross referencing support if requested. Support could include, but not limited to; reaching out to supplier reps to request product equivalents and/or provide the member with the cross-referencing data from the Aptitude catalog.
- Review contract compliance and work with member on conversions to meet the program requirements.

Achieve Team

- Onboarding and implementation
 - ✓ Provide opportunity reports
- Aptitude and Achieve program training
 - ✓ Member has access to individual training as needed
- Analytics support and guidance
 - ✓ Address analytical discrepancies
- Ongoing support
 - ✓ Savings and compliance reporting

Vizient, Inc.
290 E. John Carpenter Freeway
Irving, TX 75062-5146
(800) 842-5146

