

STAR 2000™



STAR PHARMACY EconoLink® 2000 Interface Guide

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Preface

The *STAR Pharmacy EconoLink 2000® Interface Guide* provides installation, user, and technical information about the EconoLink® 2000 interface. There are 2 interfaces outlined in this document:

- Acquisition Cost Upload interface
- Dispense File Download interface

Both interfaces involve the transfer of ASCII files with fixed length records whose layout is specific to STAR and EconoLink 2000. The files are transferred to and from STAR using the PC upload and download functions that are provided with WEM. The interfaces are used to support Inventory Management.

Documentation Conventions

Documentation for McKesson's STAR 2000™ line of products follows these conventions:

Revisions

Text revisions are indicated by a change bar in the left margin. Paragraphs that contain grammatical changes that do not affect content are not marked.

Canadian Documentation

This volume may include documentation for Canadian users of this product. Complete sections of Canadian text are identified by "CN" and "CN Only."

Key Names

Named keys, such as SHIFT, CTRL, ALT, and ENTER, are displayed in this document in uppercase (capital) letters. A symbol key is written as text in this document followed by the symbol in parentheses, such as hyphen (-) and asterisk (*).

Key Chords

Key chords are key entries that require you to hold down one or more keys (typically, CTRL, ALT, or SHIFT) before pressing another key. In this document, key chords are displayed as the names of each key in the chord separated by a hyphen (-) (for example, CTRL-ALT-DEL).

Enter

ENTER is a key on a computer keyboard used to complete an entry on a STAR system. (This key may also be referred to as NEW LINE or NL in the STAR system.)

Data Entries

Letters or words you enter in response to the system are displayed in **bold** letters in this document. For example: Enter **Y** for Yes or **N** for No.

Selecting an Entry

This document often instructs you to "select an entry." The method you use to select an entry depends on whether you are using STAR from a terminal or IBM-compatible personal computer. Entry methods include:

- Entering the option number
- Using your arrow keys to highlight the option and pressing ENTER
- Clicking on the option using a mouse or other pointing device (PC only)

For more information about these options, see the *General Information Volume*.

Prompts

System prompts are displayed at the bottom of many STAR screens when the system requests an entry or displays a message. In this document, these prompts are indented and the text italicized, as shown in the following example:

Enter patient name--

Field Characteristics

STAR product documentation provides field explanation codes, in addition to a narrative description for each field on a screen. These codes display the maximum length of your entry in the field, the type of entry you make in the field, and whether the field is required. This information displays in the following format:

- DISPLAY ONLY for a field you cannot edit.
 - For X-YY-Z field types, where:
 - X is the maximum number of characters permitted in the field:
 - P for a field length determined by a Parameter
 - T for a field length determined by a Table
 - U for a field having an Undefined length
 - YY is the type of entry technique permitted in the field:
 - A for Letters only
 - AC for Letters and Punctuation only (no numbers)
 - AN for Numerals and Letters only (no punctuation)
 - C for Characters (including punctuation)
 - N for Numerals only
 - NC for Numerals and Punctuation only (no letters)
 - Z is the requirement indicator of the field:
 - C if an entry is Conditionally required or optional
 - O if an entry is Optional to complete the function
 - R if an entry is required to complete the function
- NOTE:** Facilities can designate that certain fields be Required. STAR product documentation does not display R for fields designated as Required by a facility.
- For YY-Z field types, where YY is:
 - DATE for a field subject to the date entry conventions described in the *General Information Volume*.
 - SPECIAL FORMAT for a field having data entry requirements not conforming to standard format. The field definition contains the specific data entry requirements for the field.
 - TABLE LOOKUP for a field that enables you to select from a displayed table. See the *General Information Volume* for more information regarding this entry technique.
 - TIME for a field subject to the time entry conventions described in the *General Information Volume*.

NOTE: For use of the Z position in this format, refer to the explanations for Z under X-YY-Z.

Table of Contents

Preface	iii
Documentation Conventions	v
Table of Illustrations	ix
Introduction	xi
Chapter 1 - IMPLEMENTATION OVERVIEW	
IMPLEMENTATION STEPS	1-3
Chapter 2 - ACQUISITION COST UPDATE INTERFACE	
OVERVIEW	2-3
INTERFACE FUNCTION PROCEDURES	2-4
Step 1: Acquire EconoLink 2000 item file and copy to upload PC	2-4
Step 2: Upload EconoLink 2000 item file to STAR Pharmacy	2-6
Uploading a New File	2-7
File Loading/Processing when upload attempted	2-9
Previously uploaded and processed files exist when new upload attempted	2-10
Previously uploaded files exist but not yet processed when new upload attempted	2-10
Step 3: Audit and revise acquisition cost information	2-11
Step 4: Schedule acquisition cost update	2-13
ACQUISITION COST UPDATE REPORTS	2-15
Matching Items Report	2-15
Acquisition Cost Audit Report	2-17
Missing Items Report	2-20
Vendor Unassigned Items Report	2-22
Vendor Assignment Report	2-24
FORMULARY MODIFICATION INTERFACE TOOLS	2-26
Assigning the Vendor Catalog Item Number in the Formulary	2-26
Rebuilding the Vendor Catalog (Item) Number Index	2-27
Assigning the NDC Number in the Formulary	2-27
Defining the Purchasing Unit and Conversion Factor in the formulary	2-28
Rebuilding the Acquisition Cost File	2-29
ACQUISITION COST UPDATE RECORD LAYOUT	2-30
Chapter 3 - DISPENSE FILE DOWNLOAD INTERFACE	
OVERVIEW	3-3
INTERFACE FUNCTION PROCEDURES	3-5

Step 1: Compile Dispense Files	3-5
Automatic daily file compilation	3-5
On-demand file compilation	3-5
Step 2: Download Dispense Files	3-9
DISPENSE FILE REPORT	3-12
DISPENSE FILE PARAMETERS	3-14
DISPENSE FILE DOWNLOAD RECORD LAYOUT	3-16
Index	Index-1

Table of Illustrations

Figure 2.1	Matching Items Report	2-16
Figure 2.2	Acquisition Cost Audit Report	2-18
Figure 2.3	Missing Items Report	2-21
Figure 2.4	Vendor Unassigned Items Report	2-23
Figure 2.5	Vendor Assignment Report	2-25
Figure 3.1	EconoLink Dispense File Report	3-13

Introduction

This guide contains technical and user information about the EconoLink 2000 interface that is accessed through functions available on STAR Pharmacy.

Chapter 1: Implementation Overview

This chapter provides an overview of the implementation steps for the Acquisition Cost Update and Dispense File Download interfaces.

Chapter 2: Acquisition Cost Update Interface

This chapter provides information about how to upload a file containing the acquisition costs received from McKesson EconoLink 2000, and then update the appropriate formulary items.

Chapter 3: Dispense File Download Interface

This chapter provides information about how to create download files that contain data on all McKesson drugs dispensed from all STAR Pharmacy stock locations. Those files can be sent back to EconoLink 2000 and used to replenish the supply of items dispensed.

Chapter 1 - IMPLEMENTATION OVERVIEW

IMPLEMENTATION STEPS	1-3
----------------------------	-----

IMPLEMENTATION STEPS

This section contains the implementation steps for the Acquisition Cost Update and Dispense File Download interfaces.

Step #	Responsible	Description
1	McKesson-STAR	Contact customer to schedule project. Get customer address and McKesson distribution customer number so that the EconoLink 2000 Data Translator software can be ordered.
2	McKesson-EconoLink 2000	Assist customer with loading and implementation of the EconoLink 2000 Data Translator software.
3	Hospital	Review this documentation and begin testing of the Acquisition Cost Update interface. Testing includes ensuring that NDC numbers in the STAR formulary are accurate. NDC number is used as the primary key for matching, so it is essential that it is correct for all McKesson-supplied items. After minimal testing is done in the STAR test environment, the interface software is moved to the live environment so the formulary clean up can be completed in the live environment.
4	Hospital	The vendor (McKesson) and McKesson item numbers must be assigned to all items to be evaluated for Inventory. The vendor and item numbers are assigned by the Acquisition Cost Update interface.
5	Hospital	After the acquisition cost file updates have been successfully completed in the live environment, begin implementation and testing of the Dispense File Download interface. If only the Acquisition Cost Update interface only is being installed, the implementation is finished, so do not complete the rest of the steps in this procedure.
6	Hospital/McKesson-STAR	For the Dispense File Download interface, the Restock method for all McKesson items in the STAR formulary must be set to Demand Usage so the dispense data is time-stamped as required. If desired, the STAR technical resource can run a one-shot on the formulary to set all items to Demand Usage.
7	Hospital	All dispensing data from STAR must be by Metric Quantity . This can be verified by running the SQL report named Package/unit Dispensed Report.
8	Hospital/McKesson-EconoLink 2000	Ensure that all manufacture package sizes match on STAR and EconoLink 2000. Create a user package size file for all items with incorrect manufacture package sizes in EconoLink 2000.

Step #	Responsible	Description
9	Hospital/McKesson-EconoLink 2000	Most items causing inventory problems are sold in multi-packs. Double check all manufacture sizes on products that are dispensed by 'ml'. The EconoLink 2000 default for most of these items is 'ounces'.
10	Hospital/McKesson-EconoLink 2000	Change the inventory flag on items and day's supply in EconoLink 2000.

Chapter 2 - ACQUISITION COST UPDATE INTERFACE

OVERVIEW	2-3
INTERFACE FUNCTION PROCEDURES	2-4
Step 1: Acquire EconoLink 2000 item file and copy to upload PC	2-4
Step 2: Upload EconoLink 2000 item file to STAR Pharmacy	2-6
Uploading a New File	2-7
File Loading/Processing when upload attempted	2-9
Previously uploaded and processed files exist when new upload attempted	2-10
Previously uploaded files exist but not yet processed when new upload attempted	2-10
Step 3: Audit and revise acquisition cost information	2-11
Step 4: Schedule acquisition cost update	2-13
ACQUISITION COST UPDATE REPORTS	2-15
Matching Items Report	2-15
Acquisition Cost Audit Report	2-17
Missing Items Report	2-20
Vendor Unassigned Items Report	2-22
Vendor Assignment Report	2-24
FORMULARY MODIFICATION INTERFACE TOOLS	2-26
Assigning the Vendor Catalog Item Number in the Formulary	2-26
Rebuilding the Vendor Catalog (Item) Number Index	2-27
Assigning the NDC Number in the Formulary	2-27
Defining the Purchasing Unit and Conversion Factor in the formulary	2-28
Rebuilding the Acquisition Cost File	2-29
ACQUISITION COST UPDATE RECORD LAYOUT	2-30

Illustrations

Figure 2.1 Matching Items Report	2-16
Figure 2.2 Acquisition Cost Audit Report	2-18
Figure 2.3 Missing Items Report	2-21
Figure 2.4 Vendor Unassigned Items Report	2-23
Figure 2.5 Vendor Assignment Report	2-25

OVERVIEW

The Acquisition Cost Update interface enables the hospital to upload a file containing the acquisition costs received from McKesson EconoLink 2000, and then update the cost field of the appropriate formulary items.

After McKesson installs the interface, the user can execute the process to update the formulary costs. For detailed information, see [“INTERFACE FUNCTION PROCEDURES” on page 2-4](#). In general, the process is as follows:

- Files containing item and cost information are obtained from EconoLink 2000 and are loaded to STAR.
- The STAR system evaluates each item in the EconoLink 2000 files and uses NDC number to attempt to find a match in the formulary. If a match is found, STAR creates an index file that points the vendor and vendor catalog (item) number to the formulary code, and adds the vendor and the vendor catalog (item) number to the STAR formulary item.
- For items that are found in the formulary via an NDC number match, STAR builds the Cost Audit file. This file is used to compare the cost information that exists in the formulary with the cost information in the EconoLink 2000 files. As a result of the upload process, STAR generates the reports necessary to evaluate the cost differences.
- The user reviews the Acquisition Cost Audit Report and uses the Revise Acquisition Cost Information processor to correct any data from the EconoLink 2000 files, and the flag items that should not update the formulary.
- The user schedules the formulary update for Midnight Processing.
- When the Midnight Processing update runs, only items from the Acquisition Cost Audit Report flagged to update the formulary complete that function.

Several other reports used to evaluate and compare the information in the EconoLink 2000 files to the STAR formulary are documented in [“ACQUISITION COST UPDATE REPORTS” on page 2-15](#).

Implementation of this interface usually requires some modification of the STAR formulary so the correct acquisition costs can be uploaded into STAR via the interface. After the formulary modifications are completed, some interface files may need to be recompiled. The interface software includes tools for this purpose and are described in [“FORMULARY MODIFICATION INTERFACE TOOLS” on page 2-26](#).

For information about the interface record required for each EconoLink 2000 item to be loaded into STAR, see [“ACQUISITION COST UPDATE RECORD LAYOUT” on page 2-30](#).

INTERFACE FUNCTION PROCEDURES

Complete the following functions in the order presented to process acquisition cost information from EconoLink 2000:

- “Step 1: Acquire EconoLink 2000 item file and copy to upload PC” on page 2-4.
- “Step 2: Upload EconoLink 2000 item file to STAR Pharmacy” on page 2-6.
- “Step 3: Audit and revise acquisition cost information” on page 2-11.
- “Step 4: Schedule acquisition cost update” on page 2-13.

Step 1: Acquire EconoLink 2000 item file and copy to upload PC

NOTE: Separate inpatient and outpatient cost files can be processed, and each cost type is updated appropriately. If the inpatient and outpatient costs do not differ, a combined file can be loaded and the costs are applied to inpatient, outpatient, or both, based on the Availability field on page one in the Formulary. For information about the file format, see “**ACQUISITION COST UPDATE RECORD LAYOUT**” on page 2-30.

Export the EconoLink 2000 Cost Update file to be uploaded by completing the following:

Verify the maintenance file in EconoLink 2000 has been pulled. The maintenance file contains, among other information, item data and pricing that is used in the Acquisition Cost Update interface. The date the maintenance file was pulled can be verified under the EconoLink 2000 **System Preferences** option.

Double-click **EconoLink 2000 Data Translator**.

If the Price Update screen is not displayed, click **Interface menu** and select **Price Update Export**.

The following screen is displayed:

In the **Export Type Name** field, select **STAR**. Complete one of the following:

- To specify dates based on the last time the updates were pulled, select the **Date Range** checkbox and specify the desired range in the **Date Range** field.
- To extract every item in the EconoLink 2000 database, do not select **Date Range** checkbox. Instead, select **Full Load** checkbox.

After completing all other necessary criteria fields, press **Export**. The Price Update file is copied to the location specified.

Load the EconoLink 2000 item files onto the PC that is to be used for the upload. This PC must have WEM loaded so that it has access to STAR Pharmacy. The files must be loaded in the C:\MWC\ directory on the PC and must be named:

ITEMFLIx.DAT [for the inpatient file (where x is the STAR facility code)]
 ITEMFLOx.DAT [for the outpatient file (where x is the STAR facility code)]
 ITEMFLx.DAT [for the combined file (where x is the STAR facility code)]

Step 2: Upload EconoLink 2000 item file to STAR Pharmacy

Log on to STAR Pharmacy. The following screen is displayed:

General Hospital Initial Menu Processor	
Wed Mar 10, 2004 02:43 pm	
Initial Menu Input Options	
Option No.	Option

1	Profile Management
2	Dispensing Management
3	Charge/Credit/Inquiry
4	Inpatient Operations Reports
5	Formulary/Pharmacy Tables
6	Labels
7	Ambulatory Care
8	Pharmacy Nursing Functions
9	Census
10	Display Census
11	Bulletin Board
12	System Management
13	Spooler Management
Enter option number--	

Select **Formulary/Pharmacy Tables**. The following screen is displayed:

General Hospital Formulary/Pharmacy Tables Processor	
Wed Mar 10, 2004 02:45 pm	
Formulary/Pharmacy Tables Input Options	
Option No.	Option

1	Formulary Maintenance
2	Formulary Reports
3	Formulary Brand Name Change
4	Stock Location Functions/Reports
5	Predefined Orders
6	Routine Order Sets
7	RX Table Maintenance
8	Parameters and Defaults
9	Frequently Charged Items Menus
10	Product Information Maintenance
11	Interactions and Incompatibilities
12	FDB Dose Range Master File Options
13	FDB Drug-Disease Master File Options
14	Acquisitions Functions
Enter option number--	

Select **Acquisitions Functions**. The following screen is displayed:

```

                                General Hospital Acquisition Functions Processor
                                Wed Mar 10, 2004 02:46 pm
Acquisition Functions Input Options

      Option No.  Option
      -----
ACQ COST UPLOAD 1      Load Acq Cost Update File from Vendor
                  2      Revise Acquisition Cost Information
                  3      Schedule Acquisition Cost Update
ACQ COST RPTS   4      Matching Items Report
                  5      Acquisition Cost Audit Report
                  6      Missing Items Report
                  7      Vendor Unassigned Items Report
                  8      Vendor Assignment Report
ACQ COST TOOLS  9      Rebuild Vendor Item # Index
                  10     Rebuild Acquisition Cost File

DISPENSE FILE  11     Compile Econolink Dispense Files
                  12     Download Econolink Dispense Files
                  13     Print Dispense File Report
                  14     Econolink Dispense File Parameters

Enter option number--

```

Select **Load Acq Cost Update File from Vendor**. If prompted, select the appropriate facility. A list of Pharmacy Vendors is displayed. Select **McKesson** from the list. The following prompt is displayed:

Upload (I)npatient, (O)utpatient, (B)oth or (C)ombined file? --

To load a file containing only inpatient costs, enter **I**. To load a file containing only outpatient costs, enter **O**. To load two separate files (one containing only inpatient costs and another containing only outpatient costs), enter **B**. To load a single file that contains both inpatient and outpatient costs, enter **C**.

UPLOADING A NEW FILE

After a file type is selected, the following screen is displayed:

```

                                General Hospital Load Acq Cost Update File from Vendor Processor
                                Wed Mar 29, 2004 02:48 pm
                                VENDOR NAME

Last Acq Cost File: 02/28/04
File Read Status : Complete - 1 File (Combined), 34111 Records

File Read Start date/time : 02/28/04 14:04
File Read End date/time   : 02/28/04 14:16

Formulary Update End date/time : 03/25/04 00:52

1 Vendor          2 Max % Change      3 Miss Item Rpt
  VENDOR NAME

Enter expected maximum percentage price change--

```

Enter the expected maximum percentage price change. If an item's cost has changed more than the percentage entered in this field, it is flagged and is displayed on the audit screen as well as the "Acquisition Cost Audit Report" on page 2-17. The following prompt is displayed:

Print `Missing Items` report? [N]--

Enter **Y** to print the Missing Items Report that lists items that are in the vendor cross-reference file, but not in the current EconoLink 2000 file. For more information, see "Missing Items Report" on page 2-20. The following prompt is displayed:

Accept this screen? (Y/N) [Y]--

Enter **Y** to accept the screen. The following prompt is displayed:

Upload NEW Acquisition Cost File(s) for McKesson? (Y/N) [N]--

Enter **Y** to begin the upload. If both the inpatient and outpatient files are being uploaded, the inpatient file is loaded first, and then the outpatient file is loaded second. The uploaded data is stored in a temporary file on STAR. When uploading, the following message is displayed:

Uploading xxxxx File!

where xxxxx is the type of file being uploaded (for example, Combined or Inpatient). A monitor screen is displayed that details the progress of the upload.

If the file upload is unsuccessful, the following message is displayed before returning to the previous menu screen:

Upload attempt failed!

If the file upload is successful, the following message is displayed:

Background File Conversion Started!

The menu is redisplayed, and the following background processing is performed:

The EconoLink 2000 item data is extracted from the temporary files and copied to another file where it is stored by vendor code and item code. Using NDC number, the interface tries to match the EconoLink 2000 item to the formulary item based on the Current Product number for the item.

NOTE: An NDC number can be associated with more than one formulary code in STAR.

If matches are found, the system adds the vendor and item number to each formulary code that matches. This information is available in the STAR formulary by accessing

Floorstock Maintenance and selecting the main inpatient or outpatient stock location as appropriate. Enter **V** for vendor assignments and select **McKesson** to display the following screen:

General Hospital Formulary Maintenance Processor			
		Tue Mar 23, 2004 02:14 pm	
Loc:RXIA 63015 EMPTY EVACUATED CONTAINER KIT			
Item Information: EMPTY EVACUATED CONTAINER KIT 1 150 ML BTL			
1 Last Receipt	2 PO Number	3 Last Quantity	4 Last Receipt Price
5 Last Vendor		6 Purchase Orders Outstanding	
Vendor Information: VENDOR NAME			
7 Catalog Number	8 Purchasing Unit	9 Purchasing Unit Conversion	
1013895	150 ML BTL		
10 Item Price	11 Primary Vendor	12 Taxable	13 Contract
14 Purchase Order Comment			
15 Last Order	16 PO Number	17 Last Receipt	18 Last Quantity
19 Last Price	20 Purchase Orders Outstanding		
Enter field number or '/' starting field number--			

The vendor catalog (item) number index is compiled. This index points the vendor and item number to the STAR formulary codes and the inpatient and/or outpatient stock location for each code.

The Matching Items Report is compiled and generated. This report lists, by formulary code, all of the EconoLink 2000 items from the current upload that are linked to formulary items in the Vendor Catalog (Item)Number index. It is used to validate that the correct formulary items have been linked to the EconoLink 2000 item. For more information, see [“Matching Items Report” on page 2-15](#).

The cost audit file is compiled and the Cost Audit Report is generated. The cost audit file and report contain cost information from the EconoLink 2000 files and from the formulary for comparison. This report is used to evaluate the cost updates and determine whether the cost information from the EconoLink 2000 should update the formulary. For more information, see [“Acquisition Cost Audit Report” on page 2-17](#).

The Missing Items Report is generated if requested during the file load initiation. For more information, see [“Missing Items Report” on page 2-20](#).

FILE LOADING/PROCESSING WHEN UPLOAD ATTEMPTED

After a file type is selected, if a file is currently loading or the comparison process is running, the following message is displayed before the user is returned to the previous menu:

Acquisition Cost Update in progress!

PREVIOUSLY UPLOADED AND PROCESSED FILES EXIST WHEN NEW UPLOAD ATTEMPTED

After a file type is selected, if a file has previously been loaded and the formulary has been updated with the costs, the following screen is displayed:

```
General Hospital Load Acq Cost Update File from Vendor Processor
                                   Wed Mar 24, 2004 02:48 pm

                                VENDOR NAME

Last Acq Cost File: 02/28/04
File Read Status : Complete - 1 File (Combined), 34111 Records

File Read Start date/time : 02/28/04 14:04
File Read End date/time   : 02/28/04 14:16

Formulary Update End date/time : 03/25/04 00:52

Proceed with file load? (YES/N)--
```

Enter **YES** to continue. The current file is deleted and processing continues as described in ["Uploading a New File" on page 2-7](#).

PREVIOUSLY UPLOADED FILES EXIST BUT NOT YET PROCESSED WHEN NEW UPLOAD ATTEMPTED

After a file type is selected, if a file has previously been loaded, but the formulary update has not been completed for that file, the following message is displayed:

```
##### W A R N I N G #####

***** LAST FILE WAS NOT USED TO UPDATE THE FORMULARY!! *****

Are you SURE you want to continue? (YES/N)-
```

Enter **YES** to continue. The following prompt is displayed:

```
Proceed with file load? (YES/N)--
Last Acquisition Cost file data will be deleted.
```

Enter **YES** to continue. The current file is deleted and processing continues as described in ["Uploading a New File" on page 2-7](#).

Step 3: Audit and revise acquisition cost information

In addition to the Acquisition Cost Audit Report that is generated after the monthly file upload has been completed, this online function is available to audit and edit the acquisition cost data that was loaded from the EconoLink 2000 file.

From the initial Pharmacy menu, select **Formulary/Pharmacy Tables > Acquisitions Functions > Revise Acquisition Cost Information**.

If prompted, select the appropriate facility. A list of Pharmacy Vendors is displayed. Select **McKesson** from the list. The following screen is displayed:

GENERAL HOSPITAL Revise Acquisition Cost Information Processor		
Wed Mar 24, 2004 03:05 pm		
File Load Date: 03/28/04	VENDOR NAME Max %: 0.0	Scheduled Update: No Date
Enter vendor drug# or first letters`-` of items to audit-- Audit (A)ll, (O)utside maximum %, items to (M)ove or (D)on't move		

To audit and revise a single item, enter the vendor drug # (EconoLink 2000 drug ID) and press ENTER.

To select a single item for audit from an alpha table lookup, enter the first letters of the drug name followed by a hyphen (-).

To audit all items, enter **A**.

To audit only items where the difference between the current cost and the new cost is outside the maximum percent change defined when the file was loaded, enter **O**.

To audit only items that are flagged to move or update the formulary, enter **M**.

To audit only items that are not flagged to move or update the formulary, enter **D**.

If you select any prompt option (other than entering a vendor drug #), the following screen is displayed:

```

General Hospital Revise Acquisition Cost Information Processor
Mon Mar 22, 2004 03:26 pm

File Load Date: 03/22/04      VENDOR NAME
Max %: 20.0                  Scheduled Update: No Date

Page:01                      ##=Current Choices

STAR Generic Name           Form Pkg   Original   Update Percent
Acq Cost                   File Cost   Cost      Change Move?
( 1) NA PHOSPHATE 4MEQ/ML    0.0418 I    15.68      0.0418      0.0% Yes
( 2) 1/2NS 0.45%            0.0007 I     7.91      0.0007      0.0% Yes
( 3) ABCIXIMAB 10MG/5ML     89.5500 I   447.75     89.5500      0.0% Yes
( 4) ACETAMINOPHEN          0.0263 I    13.16      0.0263      0.0% Yes
( 5) ACETAMINOPHEN          0.1713      20.55      0.0048     -97.2% Yes
( 6) ACETAMINOPHEN 80MG     0.0347      1.05      0.0350      1.0% Yes
( 7) ACETAMINOPHEN 500MG    0.8454 O    42.27      0.8454      0.0% Yes
( 8) ACETAMINOPHEN-BUTALBITAL-C 0.5893 I    61.81      0.6181      4.9% Yes
( 9) ACETAMINOPHEN-BUTALBITAL-C 0.0427 O     4.31      0.0431      0.9% Yes
(10) ACETAMINOPHEN-CODEINE PHOS 0.1805 O     6.69      0.0669     -62.9% Yes
(11) ACETAMINOPHEN-CODEINE PHOS 0.1025 I    10.25      0.1025      0.0% Yes
(12) ACETAMINOPHEN-CODEINE PHOS 0.1423      4.27      0.0089     -93.7% Yes

Enter choices (e.g. 1,7,5-9) or '-'choices to remove--
end select(NL)  next pg(/ or PG DN)  Search(TAB)

```

Select the desired items. Once items are selected (or if a specific vendor drug # was entered in the previous screen), the following screen is displayed:

```

GENERAL HOSPITAL Revise Acquisition Cost Information Processor
Mon Mar 22, 2004 03:26 pm

File Load Date: 03/22/04      VENDOR NAME
Max %: 20.0                  Scheduled Update: No Date

Vendor  Catalog #   Description           Unit Cost   Bid Item
STAR    1384908     ACETAMINOPHEN        0.0480      No
Form #  64333      ACETAMINOPHEN        0.1713      Current Acq Cost

1 Update Cost      % Difference      Max % Expected      2 Move/Update Formulary?
$0.0480           ** -256.8% **      20.0%               Yes

Enter field number or '/' starting field number--

```

Field Explanations

1. UPDATE COST (9-N-R)

This field contains the vendor unit cost. The system accepts a maximum of four numbers both before and after the decimal point (for example, 4N.4N). It is calculated using the following formula:

$$\text{Vendor invoice cost} / \text{Purchasing unit conversion factor} / \text{Repackaging conversion factor} / \text{STAR package size}$$

When you access this field, the following prompt is displayed:

Cost to use --

If a new cost is entered, the % Difference is recalculated and displayed.

%DIFFERENCE (DISPLAY ONLY)

This field contains the following calculation:

*(Formulary unit cost - Vendor unit cost) / Formulary unit cost * 100*

MAX % EXPECTED (6-N-O)

This field contains the percentage of change expected between the cost of items in the current vs. new upload files. The percentage is entered when the EconoLink 2000 file is uploaded to STAR. The system accepts a maximum of three numbers before the decimal point and two digits after the decimal point (for example, 3N.2N).

2. MOVE/UPDATE FORMULARY? (1-A-R)

If the new acquisition cost for the item uploaded is different from the current cost, the update flag defaults to YES. If not, the update flag defaults to No. When you access this field, the following prompt is displayed:

Update this item in the Formulary? (Y/N) [Y] --

Enter **Y** to update the formulary item with the new acquisition cost. Enter **N** if the cost is not to be updated.

NOTE: Acquisition cost data from the EconoLink 2000 file overrides any updated costs entered through the Formulary Maintenance function.

Step 4: Schedule acquisition cost update

After the new EconoLink 2000 acquisition costs have been audited and/or revised, the update of the formulary with this data can be scheduled. The updates occur while the users are off the system during Midnight Processing on the date selected.

From the initial Pharmacy menu, select **Formulary/Pharmacy Tables > Acquisitions Functions > Schedule Acquisition Cost Update**.

If prompted, select the appropriate facility. A list of Pharmacy Vendors is displayed. Select **McKesson** from the list.

If the formulary has already been updated with the data from the currently loaded EconoLink 2000 file, the following message is displayed, and the user is returned to the previous menu:

Formulary already updated!

If there are no items from the EconoLink 2000 file to update, the following message is displayed, and the user is returned to the previous menu:

No data to update for this vendor!

If items are to be updated, the following screen is displayed:

```

General Hospital Schedule Acquisition Cost Update Processor
                                Thu Mar 25, 2004 02:29 pm
                                VENDOR NAME

Last Acq Cost File: 03/25/04
File Read Status : Complete - 1 File, 32920 Records

File Read Start date/time : 03/25/04 15:49
File Read End date/time   : 03/25/04 15:57

Formulary Update End date/time : Not updated

Enter date to update Acquisition cost data in formulary--

```

Enter the date the formulary is to be updated during Midnight Processing. When the formulary is updated, the cost changes are displayed in the Pricing Information Changes section of the Formulary Activity Report.

Acquisition costs can be verified using the information in the Pkg Cost and Unit Cost field on the Pricing Page in Formulary Maintenance. A sample screen is displayed below:

```

General Hospital Formulary Maintenance Processor
Inpatient Pricing Page                                Thu Mar 25, 2004 11:18 am
64676-SMH ACETAMINOPHEN W/CODEINE ELIXIR 15ML/LIQ UNITS/D* ROXANE LABS INC

1 Units/Dose      2 Doses/Day      3 Last Rev Date    4 Package Size
1                1                03/25/04          15 ML
5 Pkg Cost        6 Unit Cost      7 Prev Pkg Cost    8 Prev Unit Cost
.2351            .01567          .5805             0.00000
9 Pkg AWP         10 Unit AWP       11 Prev Pkg AWP    12 Prev Unit AWP
.5805            .03870          .5805             .03870
13 Pkg Price      14 Unit Price     15 Prev Pkg Price  16 Prev Unit Price
                  0.00000         0.00000           0.00000
17 Formula Override 18 Cost Override  19 Fee Type        20 Lowest Charge
UC               UC                               Package Size
21 Med Add-on Fee  22 Sol Add-on Fee 23 Calc Unit Charge 24 Calc Pkg Chrg
                    5.25000 (UC)    5.2500 (UC)
25 Override Purchasing Location  26 Taxable
                                   Yes

Enter field number or '/' starting field number--

```

ACQUISITION COST UPDATE REPORTS

The following reports are used in this interface:

Description	Spooler report name where x = facility code
Matching Items Report	PACQIx
Acquisition Cost Audit Report	PACQAx
Missing Items Report	PACQMx
Vendor Unassigned Items Report	PACQFx
Vendor Assignment Report	PACQVx

Matching Items Report

The Matching Items Report is used to verify the proper formulary item was matched to the vendor catalog (item) number via the NDC number from the EconoLink 2000 file. This report is automatically compiled after the EconoLink 2000 file is uploaded. It can be generated on demand by completing the following:

From the initial Pharmacy menu, select **Formulary/Pharmacy Tables > Acquisitions Functions > Matching Items Report**.

If prompted, select the appropriate facility. A list of Pharmacy Vendors is displayed. Select **McKesson** from the list. The following screen is displayed:

```

General Hospital Matching Items Report Processor
                                Tue Mar 23, 2004 03:13 pm

                                VENDOR NAME

Last Acq Cost File: 03/23/04
File Read Status  : Complete

File Read Start date/time : 03/23/04 14:55
File Read End date/time   : 03/23/04 15:10

Formulary Update End date/time : Not updated

Generate Matching Items (PACQI) Report for VENDOR NAME (Y/N) [N]--

```

Enter **Y** to generate the report in the background. Enter **N** to return to the previous menu without running the report.

Output

Figure 2.1 Matching Items Report

General Hospital		Acq Cost Upload - VENDOR NAME				Page:	1
		Matching Items in Formulary 03/25/04 1549				Date:	03/25/04
						Time:	15:57
Vendor#	Generic Description	Strength	Form	Unit Ds	%Diff		
Form #	Trade Name	Pkg Size		NDC#	Cost		
	STAR Generic Name	Strength	Form				
	Trade Name	Pkg Size		NDC#	Cost		
2506434	IMIPENEM/CILASTATIN S 50			0	-100.00%		
	PRIMAXIN I.V. 500MG	VL 25		6355259	0.0000		
57432	PRIMAXIN	500,MG	INJECTI				
	PRIMAXIN IV INJ, 500MG	1		6355259	23.3732		
2384972	ACETAZOLAMIDE 25			0	-100.00%		
	ACETAZOLAMIDE 250MG	TB 100		364040001	0.0000		
58403	ACETAZOLAMIDE	250,MG	TABLET				
	ACETAZOLAMIDE TABS, 250M	100		364040001	10.3700		
3625118	ACYCLOVIR 20			1	-100.00%		
	ZOVIRAX 200MG	100UDCP		173099156	0.0000		
58405	ACYCLOVIR	200,MG	CAPSULE				
	ZOVIRAX CAPS, 200MG	100		173099156	91.6500		
2186484	DICLOFENAC SODIUM 75			1	-100.00%		
	DICLOFENAC SODIUM 75	TB 100UD		54822225	0.0000		
58406	DICLOFENAC SODIUM	75,MG	TABLET				
	DICLOFENAC NA TABS EC CR	100		54822225	32.7900		
3924966	ACYCLOVIR 80			1	-100.00%		
	ACYCLOVIR 800MG	TB 100UD		51079087820	0.0000		
58407	ACYCLOVIR	800,MG	TABLET				
	ACYCLOVIR TABS, 800MG	100		51079087820	54.9300		
2510790	ALBUTEROL SULFATE 4M			1	-100.00%		
	PROVENTIL 4MG REPETA	TB 100UD		85043104	0.0000		
58408	ALBUTEROL SULFATE	4,MG	TABLET				
	PROVENTIL REPETABS CR, 4	100		85043104	80.6000		
2261204	ALENDRONATE SODIUM 10			1	-100.00%		
	FOSAMAX 10MG	TB 100UD		6093628	0.0000		
58409	ALENDRONATE SODIUM	10,MG	TABLET				
	FOSAMAX TABS, 10MG	100		6093628	158.5100		
2388700	ALLOPURINOL 30			1	-100.00%		
	ALLOPURINOL 300MG	TB 100UD		364063390	0.0000		
58410	ALLOPURINOL	300,MG	TABLET				
	ALLOPURINOL TABS, 300MG	100		364063390	5.5700		
2388718	ALLOPURINOL 10			1	-100.00%		
	ALLOPURINOL 100MG	100UDTB		364063290	0.0000		
58411	ALLOPURINOL	100,MG	TABLET				
	ALLOPURINOL TABS, 100MG	100		364063290	4.2500		
2418838	AMIODARONE HCL 20			1	-100.00%		
	CORDARONE 200MG	100UDTB		8418806	0.0000		
58412	AMIODARONE HCL	200,MG	TABLET				
	CORDARONE TABS, 200MG	100		8418806	122.4700		

Acquisition Cost Audit Report

The Acquisition Cost Audit Report is used to compare the acquisition costs loaded from the EconoLink 2000 file with the acquisition costs that currently in the formulary. After evaluation of the data, the user can determine whether to update the cost information in the formulary with the information uploaded from EconoLink 2000. This report is automatically generated after the EconoLink 2000 file is uploaded and the cost audit file is compiled. It can be generated on demand by completing the following:

From the initial Pharmacy menu, select **Formulary/Pharmacy Tables > Acquisitions Functions > Acquisition Cost Items Report**.

If prompted, select the appropriate facility. A list of Pharmacy Vendors is displayed. Select **McKesson** from the list. The following screen is displayed:

General Hospital Acquisition Cost Audit Report Processor	
Tue Mar 23, 2004 03:13 pm	
VENDOR NAME	
Last Acq Cost File: 03/23/04	
File Read Status : Complete	
File Read Start date/time : 03/23/04 14:55	
File Read End date/time : 03/23/04 15:10	
Formulary Update End date/time : Not updated	
Print Acquisition Cost Audit (PACQA) Report? (Y/N) [Y]--	

Enter **Y** to generate the report in the background. Enter **N** to return to the previous menu without running the report.

Output

Figure 2.2 Acquisition Cost Audit Report

General Hospital		Acq Cost Update Report				Page: 1		
		Acq Cost File 03/23/04				Date: 03/23/04		
						Time: 15:58		
		==O L D== ==N E W==						
Form#	STAR Description	Pkg	Drug	Unit	Cost	Unit	Cost	%Diff
Vendor#	Vendor Description	Size	Form	Pkg	Cost	Pkg	Cost	Move
	Invoice P-Unit Repkg							

68000 I	NA PHOSPHATE 4MEQ/ML	15	ML		0.0418	0.0418		0.0%
*2518942	*SOD PHOSPH,M-BASIC-D-	3MM/ML	VL	25	0.6272	0.6272		N
	15.68 25 1							
65417 I	1/2NS 0.45%	1000	ML		0.0007	0.0007		0.0%
*2645471	*SODIUM CHLORIDE 0.45%	BG	12		0.6600	0.6600		N
	7.91 12 1							
62557 I	ABCIXIMAB 10MG/5ML	5	ML		89.5500	89.5500		0.0%
*2083269	*ABCIXIMAB	2MG/ML	VL	5ML	447.7500	447.7500		N
	447.75 1 1							
64329 I	ACETAMINOPHEN	5	ML		0.0263	0.0263		0.0%
*1106137	*ACETAMINOPHEN	160MG/	SL	100UD	0.1316	0.1316		N
	13.16 100 1							
64333	ACETAMINOPHEN	120	ML		0.1713	0.0048		-97.2%**
*1384908	*ACETAMINOPHEN	160MG/	SU	36	20.5500	0.5712		Y
	20.55 36 1							
64347	ACETAMINOPHEN 80MG	30	EA		0.0347	0.0350		1.0%
*2446847	*ACETAMINOPHEN	80MG	30TB		1.0401	1.0500		Y
	1.05 1 1							

Information detailed on the report includes:

Column #	Column Heading	Description
1	Form #	STAR formulary code
2	N/A	I = Inpatient, O = outpatient, null = both
3	STAR Description	STAR generic name
4	Pkg	STAR package size
5	Drug	STAR drug form
6	Old Unit Cost	Current STAR unit acquisition cost
7	New Unit Cost	New vendor unit acquisition cost: Invoice cost (#16) / Purchasing unit conversion factor (#17) / repackaging conversion factor (#18) / STAR package size (#4)

Column #	Column Heading	Description
8	%Diff	Percentage of difference between the Old Unit Cost (#6) and the New Unit Cost (#7). x.x% indicates the Old Unit Cost is not defined.
9	Vendor #	Vendor catalog (item) number
10	Vendor Description	Vendor generic name
11	Size	Vendor package size
12	Form	Vendor drug form
13	Old Pkg Cost	Current STAR package cost
14	New Pkg Cost	New vendor acquisition package cost: New (vendor) unit cost (#7) X STAR package size (#4)
15	Move	Move the new vendor information into STAR and replace the current formulary information? (Y=Yes N=No)
16	Invoice	This cost is the amount extracted from the EconoLink 2000 item file positions 75-82. See "ACQUISITION COST UPDATE RECORD LAYOUT" on page 2-30.
17	P-Unit	STAR Purchasing Unit conversion factor
18	Repkg	STAR Repackaging conversion factor

Missing Items Report

The Missing Items Report prints all items assigned to McKesson (in the vendor cross-reference file) that are not in the current EconoLink 2000 file. If desired by the user, this report can be generated automatically after the EconoLink 2000 file is uploaded. It can be generated on demand by completing the following:

From the initial Pharmacy menu, select **Formulary/Pharmacy Tables > Acquisitions Functions > Missing Items Report**.

If prompted, select the appropriate facility. A list of Pharmacy Vendors is displayed. Select **McKesson** from the list. The following screen is displayed:

General Hospital Missing Items Report Processor	
Tue Mar 23, 2004 03:13 pm	
VENDOR NAME	
Last Acq Cost File: 03/23/04	
File Read Status : Complete	
File Read Start date/time : 03/23/04 14:55	
File Read End date/time : 03/23/04 15:10	
Formulary Update End date/time : Not updated	
Generate Missing Items (PACQM) Report for VENDOR NAME (Y/N) [N]--	

Enter **Y** to generate the report in the background. Enter **N** to return to the previous menu without running the report.

Output

Figure 2.3 Missing Items Report

General Hospital		Acq Cost Update Report			Page:	1
		Acq Cost File 03/23/04			Date:	03/23/04
		Items Missing from Vendor File			Time:	09:58
Form#	NDC Number	Vendor#	Loc	STAR Description		
60401	378-1400-01	2518942	RXI	ACEBUTOLOL 400MG		
63626	45802-0730-32	2525438	RXI	ACETAMINOPHEN 650MG		
64333	45-0123-03	2516784	RXI	ACETAMINOPHEN		
61902	93-0150-01	2536777	RXI	ACETAMINOPHEN-CODEINE PHOS 300-30MG		
62053	54-4650-25	2519855	RXI	ACETAMINOPHEN-OXYCODONE 325-5MG		
58403	364-0400-01	2565453	RXO	ACETAZOLAMIDE 250MG		
63301	603-7035-41	2549887	RXI	ACETIC ACID 2% 2%		
64681	574-7040-12	2685430	RXI	B & O 16A SUPPOSITORY		
62550	9-0233-01	2643277	RXI	BACITRACIN 50MU		
64369	168-0011-35	2643760	RXI	BACITRACIN		
64371	168-0021-31	2643501	RXI	BACITRACIN-POLYMYXIN B		
58432	364-2312-90	2676833	RXO	BACLOFEN 10MG		
63681	83-0019-76	2743501	RXI	CARBAMAZEPINE 100MG/5ML		
63304	904-3220-35	2713249	RXI	CARBAMIDE PEROXIDE 6.5% 6.5%		
66422	15-3215-30	2794625	RXI	CARBOPLATIN 450MG		
62243	9-0856-08	2743297	RXI	CARBOPROST TROMETHAMINE		
64139	75-2452-01	2789734	RXO	DESMOPRESSIN ACETATE		
63492	904-0764-36	2785431	RXO	DESOXIMETASONE 0.25% 0.25%		
64126	456-3154-67	2765321	RXO	DEVICE		
58489	54-8175-25	2795998	RXI	DEXAMETHASONE 4MG		
62208	63323-0184-10	2965453	RXI	FOLIC ACID 5MG/ML		
62224	71-4007-05	2912987	RXI	FOSPHENYTOIN SODIUM		
62302	71-4008-10	2987653	RXI	FOSPHENYTOIN SODIUM 50MG/ML PE		
58545	54-8297-25	2989345	RXI	FUROSEMIDE 20MG		
58998	149-0495-01	3487634	RXI	METRONIDAZOLE-TETRACYCLINE-BIS		
58640	55953-0739-41	3445689	RXI	MEXILETINE 150MG		
63605	472-1736-07	3476691	RXI	MICONAZOLE NITRATE 100MG		
60999	32586-6105-02	3456712	RXI	NAPROXEN SODIUM 220MG		
58655	87-0032-44	3443276	RXI	NEFAZODONE HCL 100MG		
63795	63304-0203-01	3567824	RXI	OPIUM 10%		
62754	58394-0004-01	3598743	RXI	OPRELVEKIN 5MG		
62134	641-0493-25	3587423	RXI	PHENYTOIN SODIUM 100MG/2ML		
64425	4116-7525-03	3559873	RXI	PHISODERM FOR BABY		
62178	61703-0406-28	3569842	RXI	PHYSOSTIGMINE SALICYLATE 1MG/ML		
62753	68-0597-01	3587711	RXI	RIFAMPIN 600MG		
58727	50458-0300-01	3597634	RXI	RISPERIDONE 1MG		
64736	72140-0000-21	4243243	RXI	SKIN EMOLLIENT		
68012	74-7299-01	4278650	RXI	SODIUM ACETATE 2MEQ/ML		
62320	8-0339-01	4587563	RXI	TETANUS TOXOID		
62560	74-1846-02	4576874	RXI	TETRACAIN HCL 1%		
62045	781-1442-13	4578987	RXI	TRIAZOLAM 0.25MG		
63305	34-5490-06	4587432	RXI	TRIETHANOLAMINE		
62506	6-4826-00	5287432	RXI	VARICELLA VIRUS		
62743	52-0441-15	5254846	RXI	VECURONIUM BROMIDE 10MG		
58769	8-0701-02	5287634	RXI	VENLAFAXINE HCL 25MG		

Vendor Unassigned Items Report

The Vendor Unassigned Items Report prints all formulary items that are not assigned to McKesson. It can be generated on demand by completing the following:

From the initial Pharmacy menu, select **Formulary/Pharmacy Tables > Acquisitions Functions > Vendor Unassigned Items Report**.

If prompted, select the appropriate facility. A list of Pharmacy Vendors is displayed. Select **McKesson** from the list. The following screen is displayed:

General Hospital Vendor Unassigned Items Report Processor	
Tue Mar 23, 2004 03:13 pm	
VENDOR NAME	
Last Acq Cost File: 03/23/04	
File Read Status : Complete	
File Read Start date/time : 03/23/04 14:55	
File Read End date/time : 03/23/04 15:10	
Formulary Update End date/time : Not updated	
Generate Vendor Unassigned Items (PACQF) Report for VENDOR NAME (Y/N) [N] --	

Enter **Y** to generate the report in the background. Enter **N** to return to the previous menu without running the report.

Output

Figure 2.4 Vendor Unassigned Items Report

General Hospital Formulary Unassigned Vendor Item Report				Page:	1
Acq Cost File 03/23/04				Date:	03/23/04
				Time:	09:58
Form#	Generic Description Trade Name	Strength Pkg Size	Form Bid	Unit Dose NDC#	
36260	METHYLPREDNISOLONE SODIUM SUCC SOLU-MEDROL INJ, 500MG	500,MG 1	INJECTI Yes	0 9088701	
54900	ALBUTEROL SULFATE ALBUTEROL SULF SYRUP, 0.4MG/ML	0.4,MG 1	SYRUP Yes	0 93066116	
54901	AMINOPHYLLINE AMINOPHYLLINE LIQ, 315MG/15ML	1	LIQUID Yes	1 536020259	
55000	ACETAMINOPHEN-CODEINE PHOS ACETAMINOPHEN W/CODEINE ELIXIR	1	ELIXIR Yes	0 54300563	
55001	COUGH & COLD PREPARATION DIHISTINE DH ELIXIR	1	ELIXIR Yes	0 472163904	
58049	CLARITHROMYCIN BIAXIN TABS, 250MG	250,MG 1	TABLET Yes	1 74336811	
58400	METOCLOPRAMIDE HCL METOCLOPRAMIDE HCL TABS, 10MG	10,MG 100	TABLET No	1 51079028320	
58401	METOCLOPRAMIDE HCL METOCLOPRAMIDE HCL TABS, 10MG	10,MG 100	TABLET Yes	1 51079028320	
58402	ASPIRIN ASPIRIN TABS, 325MG	325,MG 100	TABLET Yes	1 51079000520	
58404	FAMOTIDINE PEPCID TABS, 40MG	40,MG 100	TABLET Yes	1 6096428	
58438	BISMUTH SUBSALICYLATE PEPTO-BISMOL TABS CHEW, 300MG	300,MG 48	TABLET Yes	0 1490032642	
58474	CLOMIPRAMINE HCL ANAFRANIL CAPS, 50MG	50,MG 100	CAPSULE Yes	1 58887011632	
58493	DIFLUNISAL DIFLUNISAL TABS, 500MG	500,MG 100	TABLET Yes	1 54822025	
58527	ETHAMBUTOL HCL MYAMBUTOL TABS, 400MG	400,MG 100	TABLET Yes	1 51479004704	
58764	TRIMEPAZINE TARTRATE TEMARIL TABS, 2.5MG	2.5,MG 100	TABLET Yes	0 23474110	
58773	VENLAFAXINE HCL EFFEXOR XR CAP CR, 75MG	75,MG 100	CAPSULE Yes	1 8083303	
60447	AZATHIOPRINE IMURAN TABS, 50MG	50,MG 100	TABLET Yes	0 173059755	

Vendor Assignment Report

The Vendor Assignment Report prints all formulary items from a specific stock location that are assigned to a vendor. It can be generated on demand by completing the following:

From the initial Pharmacy menu, select **Formulary/Pharmacy Tables > Acquisitions Functions > Vendor Assignment Report**.

If prompted, select the appropriate facility. A list of Pharmacy Vendors is displayed. Select **McKesson** from the list. The following prompt is displayed:

Sort report by Formulary `N`umber or `G`eneric Name (N/G) [G]--

Enter **N** to sort the report by the number of the item. Enter **G** to sort the report by the generic name of the item. A screen similar to the one below is displayed:

```

                                General Hospital Vendor Assignment Report Processor
                                Fri Mar 26, 2004 11:03 am

Sort by :  Formulary Number (or Generic Name)

Page:01                                Stock Locations
( 1) 1 EAST                            ( 9) STOCK LOCATION
( 2) 1E NARCOTICS                      (10) CORONARY CARE UNIT
( 3) 1E SOLUTIONS                     (11) CRITICAL CARE NARCOTICS
( 4) 2 WEST                           (12) CRITICAL CARE SATELLITE
( 5) 3 WEST                           (13) NURSE STATION
( 6) ADMISSION STATION                 (14) DKDK
( 7) O/P LOCATION                     (15) EMERGENCY
( 8) 2 EAST                           (16) ERQ

Enter choice--

                                next pg(/ or PG DN)  Search(TAB)
```

Enter the number of the stock location on which to report. The following screen is displayed:

```

                                General Hospital Vendor Assignment Report Processor
                                Wed Mar 24, 2004 10:48 am

                                Vendor Assignment Report

Sort by :  Formulary Number
Location:  INPATIENT PHARMACY

Print Vendor Assignment Report? (Y/N) [Y]--
```

Enter **Y** to generate the report in the background. Enter **N** to return to the previous menu without running the report.

Output

Figure 2.5 Vendor Assignment Report

General Hospital		Vendor Assignment Report			Page: 1	
		Location: INPATIENT PHARMACY			Date: 03/24/04	
					Time: 09:59	
Form #	Description					
Vendor	Catalog #	Purchasing Unit	Conversion	Cost	Prime	

57432	PRIMAXIN 500MG INJECTION IVPB					
AS	2506434	carton	25	\$23.3732	No	
58403	ACETAZOLAMIDE 250MG TABLET					
AS	2384972			\$.1037	No	
58405	ACYCLOVIR 200MG CAPSULE					
AS	3625118			\$.9165	No	
58406	DICLOFENAC SODIUM 75MG TABLET EC CR					
AS	2186484			\$.3279	No	
58407	ACYCLOVIR 800MG TABLET					
AS	3924966			\$.5493	No	
58408	ALBUTEROL SULFATE 4MG TABLET CR					
AS	2510790			\$.8060	No	
58409	ALENDRONATE SODIUM 10MG TABLET					
AS	2261204			\$1.5851	No	

FORMULARY MODIFICATION INTERFACE TOOLS

Use of the Acquisition Cost Update interface may require modification of the STAR formulary in order for the correct acquisition costs to be uploaded. Common modification areas include:

- “Assigning the Vendor Catalog Item Number in the Formulary” on page 2-26
- “Rebuilding the Vendor Catalog (Item) Number Index” on page 2-27
- “Assigning the NDC Number in the Formulary” on page 2-27
- “Defining the Purchasing Unit and Conversion Factor in the formulary” on page 2-28

After modifications are completed, it may be necessary to regenerate the files. For more information, see “Rebuilding the Acquisition Cost File” on page 2-29.

Assigning the Vendor Catalog Item Number in the Formulary

When the EconoLink 2000 item file is processed by STAR Pharmacy, the interface attempts match the EconoLink 2000 item to a STAR formulary item. If a match is found, the system creates an index that associates the vendor and item number to the STAR formulary code. The system also adds the vendor and item number to each formulary code that matches. This information is available in the STAR formulary by accessing Floorstock Maintenance and selecting the main inpatient or outpatient stock location as appropriate. Enter **V** for vendor assignments and select **McKesson** to display the following screen:

General Hospital Formulary Maintenance Processor			
		Tue Mar 23, 2004 02:14 pm	
Loc:RXIA 63015 EMPTY EVACUATED CONTAINER KIT			
Item Information: EMPTY EVACUATED CONTAINER KIT 1 150 ML BTL			
1 Last Receipt	2 PO Number	3 Last Quantity	4 Last Receipt Price
5 Last Vendor		6 Purchase Orders Outstanding	
Vendor Information: VENDOR NAME			
7 Catalog Number	8 Purchasing Unit	9 Purchasing Unit Conversion	
1013895	150 ML BTL		
10 Item Price	11 Primary Vendor	12 Taxable	13 Contract
14 Purchase Order Comment			
15 Last Order	16 PO Number	17 Last Receipt	18 Last Quantity
19 Last Price		20 Purchase Orders Outstanding	
Enter field number or '/' starting field number--			

If a match is not found, enter the appropriate Catalog Number manually in the screen above.

After catalog numbers are added manually, rebuild the index to associate the Vendor Catalog (Item) Number with the appropriate formulary item. For more information, see [“Rebuilding the Vendor Catalog \(Item\) Number Index” on page 2-27](#).

Rebuilding the Vendor Catalog (Item) Number Index

This function is used to rebuild the index that links the Vendor Catalog (Item) Number to the STAR formulary item. Rebuild the index if Vendor Catalog (Item) Numbers are manually changed in the STAR formulary ([“Assigning the Vendor Catalog Item Number in the Formulary” on page 2-26](#)).

From the initial Pharmacy menu, select **Formulary/Pharmacy Tables > Acquisitions Functions > Rebuild Vendor Item # Index**. The following prompt is displayed:

Run the vendor catalog index builder? (Y/N)-

Enter **Y** to continue. Enter **N** to exit without rebuilding the index. If prompted, select the appropriate facility. A list of Pharmacy Vendors is displayed. Select **McKesson** from the list. The following message is displayed:

Index Build Started!

The index is rebuilt in the background.

Assigning the NDC Number in the Formulary

When the EconoLink 2000 item file is processed by STAR Pharmacy, the interface reads the NDC number (located in the Current Product # field on the Additional Item Information Page in the formulary) to match the vendor catalog (item) to a formulary item. If a match is not found, it may be due to an incorrect NDC number on STAR. The NDC number can be modified by using the Formulary Brand Name Change function under Formulary Maintenance. When this function is accessed, the following screen is displayed:

General Hospital Formulary Maintenance Processor			
Additional Item Information Page		Mon Jul 11, 2005 10:09 am	
177-A TYLENOL W/CODEINE #4 300-60MG TABLET 500EA/UNITS/D 20X25* MC NEIL			
1 Alternate Brand 1		2 Alternate Brand 2	
45-0515-72 TYLENOL W/CODEINE			
3 Alternate Brand 3		4 Alternate Brand 4	
5 Currently Dispensed Item		6 Current Product #	7 Display Strength
TYLENOL W/CODEINE #4		45-0515-72	300-60MG
8 Manufacturer	9 Unit Dose	10 Lowest Unit	11 Case Size
MC NEIL	Yes		1
12 Generic Ind	13 Original	14 DESI Drug	15 Bid?
Yes	Unknown	No	No
16 Lowest Charge	17 Package Size	18 Pkg Description	
Unit	500 TABLET	UNITS/D 20X25	
19 FDB Exclusion	20 Controlled Drug	21 Dose Adjustment Factor	
Enter field number or '/' starting field number--			

Enter the appropriate Current Product # manually in the screen above.

After NDC numbers are modified in the formulary, reload the EconoLink 2000 file. For more information, see [“INTERFACE FUNCTION PROCEDURES” on page 2-4.](#)

Defining the Purchasing Unit and Conversion Factor in the formulary

For some items purchased by a pharmacy, the unit purchased is not the same as the unit dispensed to the patient. Therefore, the invoice cost sent in the EconoLink 2000 file does not match the cost that is used for the patient charge. For these items, a purchasing unit and conversion factor needs to be defined in the formulary. This conversion factor is used by the interface to calculate the correct unit cost to be used for the patient charge. In the cost calculation, the interface divides the invoice cost by the conversion factor.

The purchasing unit and conversion factor can be defined by accessing Floorstock Maintenance and selecting the main inpatient or outpatient stock location as appropriate. Enter **V** for vendor assignments and select **McKesson** to display the following screen:

General Hospital Formulary Maintenance Processor			
		Tue Mar 23, 2004 02:14 pm	
Loc:RXIA 63015 EMPTY EVACUATED CONTAINER KIT			
Item Information: EMPTY EVACUATED CONTAINER KIT 1 150 ML BTL			
1 Last Receipt	2 PO Number	3 Last Quantity	4 Last Receipt Price
5 Last Vendor		6 Purchase Orders Outstanding	
Vendor Information: VENDOR NAME			
7 Catalog Number	8 Purchasing Unit	9 Purchasing Unit Conversion	
1013895	150 ML BTL		
10 Item Price	11 Primary Vendor	12 Taxable	13 Contract
14 Purchase Order Comment			
15 Last Order	16 PO Number	17 Last Receipt	18 Last Quantity
19 Last Price		20 Purchase Orders Outstanding	
Enter field number or '/' starting field number--			

Edit the Purchasing Unit and Purchasing Unit Conversion fields as necessary.

NOTE: If the item's acquisition cost is the same for inpatient and outpatient, and the item can be dispensed for both inpatient and outpatient, define the purchasing unit for the inpatient stock location.

If the item's acquisition cost is not the same for inpatient and outpatient, or if the item can be dispensed only for outpatients, define the purchasing unit for the outpatient stock location.

After Purchasing units and/or Purchasing Unit Conversion fields are entered/modified, rebuild the acquisition cost audit file. For more information, see [“Rebuilding the](#)

Acquisition Cost File” on page 2-29.

Rebuilding the Acquisition Cost File

This function is used to rebuild the acquisition cost audit file. Rebuild the audit file after the Purchasing Unit and/or Purchasing Unit Conversion fields are entered/modified in the formulary.

From the initial Pharmacy menu, select **Formulary/Pharmacy Tables > Acquisitions Functions > Rebuild Acquisition Cost File**.

If prompted, select the appropriate facility. A list of Pharmacy Vendors is displayed. Select **McKesson** from the list. The following prompt is displayed:

Rebuild the Acquisition Cost file from the last download? (Y/N)--

Enter **Y** to continue. Enter **N** to exit without rebuilding the file. The following message is displayed:

Acquisition Cost file Build Started!

The file is rebuilt in the background.

ACQUISITION COST UPDATE RECORD LAYOUT

The following table outlines the standard record layout required for each item in the EconoLink 2000 file.

Field #	Position		Format	Description	Required Field?	Comment
1	1	7	7N	Vendor Catalog Number	Y	
2	8	18	11N	NDC Number	Y	
3	19	38	20AN	Trade Name		
4	39	42	4AN	Drug Form		
5	43	48	6AN	Drug Strength		
6	49	56	8AN	Package Size		
7	57	58	2A	Unit Dose		Y = yes, N = No
8	59	66	8N	Cost Plus Price		2 decimals implied
9	67	74	8N	AWP Price		2 decimals implied
10	75	82	8N	Invoice Cost		2 decimals implied
11	83	112	30AN	Generic Name		
12	113	118	6	Vendor Code		
13	119	120	2A	Unit of Measure		
14	121	122	2AN	Schedule Number		
15	123	123	1A	Active Flag		A = active I = inactive
16	124	125	2	Carriage Return, Line Feed	Y	

Legend:

Format: A = alpha; N = numeric

All numeric fields are Right Justified, Zero Filled

All character fields are Left Justified, Blank Filled

Chapter 3 - DISPENSE FILE DOWNLOAD INTERFACE

OVERVIEW	3-3
INTERFACE FUNCTION PROCEDURES	3-5
Step 1: Compile Dispense Files	3-5
Automatic daily file compilation	3-5
On-demand file compilation	3-5
Step 2: Download Dispense Files	3-9
DISPENSE FILE REPORT	3-12
DISPENSE FILE PARAMETERS	3-14
DISPENSE FILE DOWNLOAD RECORD LAYOUT	3-16

Illustrations

Figure 3.1 EconoLink Dispense File Report	3-13
---	------

OVERVIEW

This interface allows the user to create download files that contain data on all McKesson drugs dispensed from all STAR Pharmacy stock locations. Those files are sent to EconoLink 2000, which uses the information to replenish the supply of drugs that were dispensed.

Based on the dispensing situation, four separate PC files can be created (compiled) by this interface:

- Outpatient sorted by Economost number
- Outpatient sorted by NDC number

NOTE: These files include dispense data for items dispensed from stock locations flagged as outpatient in the STAR Stock Locations table. In addition, for a narcotic to be included in these files, it must be charged via the Narcotic Charge processor.

- Inpatient sorted by Economost number
- Inpatient sorted by NDC number

NOTE: These files include dispense data for items dispensed from stock locations other than those flagged as outpatient in the STAR Stock Locations table. In addition, for a narcotic to be included in these files, it must be charged via the Narcotic Charge processor.

The download files can be compiled in one of two ways:

- Automatically, at a user-specified time each day. Separate download files are compiled for each facility. The starting date/time of the file defaults to the end date/time of the last file, and the ending date/time defaults to the current date/time.
- On demand, when requested by the user. This option provides either an interim file when needed, or a backup if an issue with automatic file generation occurs. When the file compilation is initiated by the user, the starting date/time of the requested file defaults to the ending date/time of the last file generated. Ending date/time is entered by the user when the screen is accessed.

NOTE: For the download files to be compiled for a specific time period, the dispensing data must be logged by date and time on STAR. To ensure the dispense data is time-stamped as required, the Restock method for each item on STAR must be set to Demand Usage.

Each time files are compiled, the system also generates an audit report of the compiled data.

After compilation, the files are downloaded when requested by the user. The same function is used to download new files or to resend old files. Up to seven previously downloaded files can be resent.

When the download is complete, the files are sent to the \MWC\ directory on the C: drive of the PC that is used for to initiate the download.

INTERFACE FUNCTION PROCEDURES

Complete the following functions in the order presented to compile and download dispense files:

- “[Step 1: Compile Dispense Files](#)” on page 3-5 in one of the following ways:
 - “Automatic daily file compilation” on page 3-5, or
 - “On-demand file compilation” on page 3-5.
- “[Step 2: Download Dispense Files](#)” on page 3-9.

Step 1: Compile Dispense Files

AUTOMATIC DAILY FILE COMPILATION

A job is defined on STAR that automatically compiles the dispense files for all facilities at a user-specified time each day. The dispense files contain data for McKesson items dispensed from all Pharmacy stock locations beginning with the previously compiled file's end date/time through the current date/time. McKesson items are identified as those that have a McKesson vendor catalog (item) number assigned in the formulary.

A console message prints to indicate when the file compilation is initiated and completed. After the files are compiled, the user can download the files. For more information, see “[Step 2: Download Dispense Files](#)” on page 3-9.

This job maintains the global that is used to store the dispense file detail. The system retains data for 7 previous days, allowing those files to be downloaded again, if necessary.

Audit reports are generated each time the dispense files are compiled. A report is compiled for each file, and contains the NDC number, Economost number, formulary code, item description (including strength and unit), and the quantity dispensed or credited. For more information, see “[DISPENSE FILE REPORT](#)” on page 3-12.

ON-DEMAND FILE COMPILATION

The Compile EconoLink Dispense Files menu option allows the user to compile dispense files when needed (in addition to the daily scheduled job). It might be performed if an interim file is needed, or as a backup if an issue with automatic file generation occurs. To compile dispense files on-demand:

Log on to STAR Pharmacy. The following screen is displayed:

General Hospital Initial Menu Processor	
Wed Mar 10, 2004 02:43 pm	
Initial Menu Input Options	
Option No.	Option

1	Profile Management
2	Dispensing Management
3	Charge/Credit/Inquiry
4	Inpatient Operations Reports
5	Formulary/Pharmacy Tables
6	Labels
7	Ambulatory Care
8	Pharmacy Nursing Functions
9	Census
10	Display Census
11	Bulletin Board
12	System Management
13	Spooler Management
Enter option number--	

Select **Formulary/Pharmacy Tables**. The following screen is displayed:

General Hospital Formulary/Pharmacy Tables Processor	
Wed Mar 10, 2004 02:45 pm	
Formulary/Pharmacy Tables Input Options	
Option No.	Option

1	Formulary Maintenance
2	Formulary Reports
3	Formulary Brand Name Change
4	Stock Location Functions/Reports
5	Predefined Orders
6	Routine Order Sets
7	RX Table Maintenance
8	Parameters and Defaults
9	Frequently Charged Items Menus
10	Product Information Maintenance
11	Interactions and Incompatibilities
12	FDB Dose Range Master File Options
13	FDB Drug-Disease Master File Options
14	Acquisitions Functions
Enter option number--	

Select **Acquisitions Functions**. The following screen is displayed:

```

                                General Hospital Acquisition Functions Processor
                                Wed Mar 10, 2004 02:46 pm
Acquisition Functions Input Options

      Option No.  Option
      -----
ACQ COST UPLOAD 1      Load Acq Cost Update File from Vendor
                  2      Revise Acquisition Cost Information
                  3      Schedule Acquisition Cost Update
ACQ COST RPTS   4      Matching Items Report
                  5      Acquisition Cost Audit Report
                  6      Missing Items Report
                  7      Vendor Unassigned Items Report
                  8      Vendor Assignment Report
ACQ COST TOOLS  9      Rebuild Vendor Item # Index
                  10     Rebuild Acquisition Cost File

DISPENSE FILE  11     Compile Econolink Dispense Files
                  12     Download Econolink Dispense Files
                  13     Print Dispense File Report
                  14     Econolink Dispense File Parameters

Enter option number--

```

Select **Compile EconoLink Dispense Files**. If prompted, select the appropriate facility. The following screen is displayed:

```

                                General Hospital Compile Econolink Dispense Files Processor
                                Wed Apr 07, 2004 11:09 am

Previously Compiled Dispense Files:
( 1) 01/05/04 0947 - 04/06/04 1156


New Dispense File Date Range
( 1) Starting Date: Tue Apr 06
( 2) Starting time: 11:57am
( 3) Ending date   :
( 4) Ending time   :

Ending date [Today]--

```

Field Explanations

PREVIOUSLY COMPILED DISPENSE FILES (DISPLAY ONLY)

A list of all previously compiled dispense files retained by the system are displayed at the top of the screen for reference.

1. STARTING DATE (MMDD)

When this screen is accessed, the Starting date defaults to the ending date of the last file generated. In addition, the following prompt is displayed:

Ending date [Today]--

To enter a different starting date, enter a period (.) then press ENTER. The following prompt is displayed:

Enter field number or '/' starting field number--

Enter **1** and press ENTER. The following prompt is displayed:

Starting Date--

Enter the starting date in MMDD format for the file you want to compile and press ENTER. Since stock information is only stored for seven days, the starting date must be within that range.

2. STARTING TIME (HHMM)

When this screen is accessed, the Starting time defaults to the ending time of the last file generated. In addition, the following prompt is displayed:

Ending date [Today]--

To enter a different starting time, enter a period (.) then press ENTER. The following prompt is displayed:

Enter field number or '/' starting field number--

Enter **2** and press ENTER. The following prompt is displayed:

Starting time--

Enter the starting time in HHMM format (military time) for the file you want to compile and press ENTER. If you enter an hour under 13, a.m. is displayed in the field. If you enter an hour over 13, p.m. is displayed in the field.

3. ENDING DATE (MMDD)

When this screen is accessed, the Starting date/time default to the ending date/time of the last file generated. In addition, the following prompt is displayed:

Ending date [Today]--

To enter today's date, enter **T** for Today and press ENTER. To enter a date other than today, enter an ending date in MMDD format for the file you want to compile and press ENTER. Since stock information is only stored for seven days, the starting date must

be within that range. In addition, the ending date must fall after the Starting Date that has been entered.

4. ENDING TIME (HHMM)

When this screen is accessed, the Starting date/time default to the ending date/time of the last file generated. In addition, the following prompt is displayed:

Ending date [Today]--

To enter an ending time, enter a period (.) then press ENTER. The following prompt is displayed:

Enter field number or '/' starting field number--

Enter **4** and press ENTER. The following prompt is displayed:

Ending time [Now]--

To enter the current time, enter **N** for Now and press ENTER. To enter a time other than the current time, enter the ending time in HHMM format (military time) for the file you want to compile and press ENTER. If you enter an hour under 13, a.m. is displayed in the field. If you enter an hour over 13, p.m. is displayed in the field.

When all fields have been completed, the following prompt is displayed:

Accept this screen? (Y/N) [Y]--

If you enter **N**, the following prompt is displayed:

Enter field number or '/' starting field number--

Enter a period (.) and press ENTER and repeat that entry until the previous menu is displayed.

If you enter **Y** to accept the screen, the following message is displayed:

Dispense file compile started in the background!

The files are compiled in the background. A console message prints to indicate when the file compilation is initiated and completed. After the files are compiled, the user is able to download the files. For more information, see [“Step 2: Download Dispense Files” on page 3-9](#).

Step 2: Download Dispense Files

After dispense files have been compiled, they can be downloaded to a PC. The files can then be retrieved via the EconoLink 2000 interface software and used to replenish

the supply of McKesson drug items that have been dispensed. To download dispense files:

From the Initial Pharmacy Menu, select **Formulary/Pharmacy Tables > Acquisitions Functions > Download EconoLink Dispense Files**. If prompted, select the appropriate facility. The following screen is displayed:

```
General Hospital Download Econolink Dispense Files Processor
                                Wed Apr 07, 2004 02:32 pm

Dispense Files available for Download (**=files previously downloaded)

( 1) 01/05/04 0947 - 04/06/04 1156 **
( 2) 04/06/04 1157 - 04/07/04 1402

Enter date range option--
```

If no files are displayed, no dispense files are currently compiled and available for download. To compile a file, see [“Step 1: Compile Dispense Files” on page 3-5](#).

The files are listed in chronological order by end date/time. Previously downloaded files are identified with 2 asterisks (**) displayed at the end of the file.

Enter the number of the file to be downloaded to EconoLink 2000. The following screen is displayed:

```
General Hospital Download Econolink Dispense Files Processor
                                Wed Apr 07, 2004 02:37 pm

Dispense Files available for Download (**=files previously downloaded)

( 1) 01/05/04 0947 - 04/06/04 1156 **
( 2) 04/06/04 1157 - 04/07/04 1402

Download Parameters
( 1)Date Range   : 01/05/04 0947 - 04/06/04 1156
( 2)File Sort    :
( 3)File Type    :

Download files sorted by (N)DC or (V)endor item number?--
```


Enter **N** to sort the file by NDC number. Enter **V** to sort the file by Vendor Catalog (item) number. When a sort is selected, the following prompt is displayed:

Download (I)npatient file, (O)utpatient file, or (B)oth--

Enter **I** to download a file with only inpatient information. Enter **O** to down a file with only outpatient information. Enter **B** to download a file with both inpatient and outpatient information.

When all fields have been completed, the following prompt is displayed:

Accept this screen? (Y/N) [Y]--

If you enter **N**, the following prompt is displayed:

Enter field number or '/' starting field number--

Enter a period (.) and press ENTER and repeat that entry until the previous menu is displayed.

If you enter **Y** to accept the screen, the following prompt is displayed:

Download file(s)? (Y/N) [Y] --

Enter **N** to exit the screen. The previous menu is redisplayed.

Enter **Y** to download the selected files. The following message is displayed:

Downloading xxxxx File!

where xxxxx is the type of file being uploaded (for example, Inpatient or Outpatient). A monitor screen is displayed that details the progress of the download. Based on the type of files selected, the following dispense files are copied to the \MWC\ directory:

- DSPINDC.IIC - Inpatient data compiled by NDC number
- DSPIVIN.IIC - Inpatient data compiled by Economost number
- DSPONDC.IIC - Outpatient data compiled by NDC number
- DSPOVIN.IIC - Outpatient data compiled by Economost number

If the download is successful, the following message flashes on the screen, and then the previous menu is redisplayed:

Download Complete!

DISPENSE FILE REPORT

The EconoLink Dispense File Report is a hard copy of the contents of any compiled dispense file that is currently retained in the system. Up to seven previously compiled files are stored.

From the Initial Pharmacy Menu, select **Formulary/Pharmacy Tables > Acquisitions Functions > Print Dispense File Report**. If prompted, select the appropriate facility. The following screen is displayed:

```
General Hospital Print Dispense File Report Processor
                                Fri Apr 09, 2004 10:39 am

Dispense Files (**=files downloaded)

( 1) 01/05/04 0947 - 04/06/04 1156 **
( 2) 04/06/04 1157 - 04/07/04 1402 **

Enter file option--
```

If no files are displayed, no dispense files are currently compiled and available for printing. To compile a file, see [“Step 1: Compile Dispense Files” on page 3-5](#).

The files are listed in chronological order by end date/time. Previously downloaded files are identified with 2 asterisks (**) displayed at the end of the file.

Enter the number of the file to be printed. The following prompt is displayed:

Print audit report for file mm/dd/yy hhmm - mm/dd/yy hhmm? (Y/N) [Y]--

where the first mm/dd/yy hhmm is the start date/time and the second mm/dd/yy hhmm is end date/time for the report selected.

To enter a different file to print, enter **N**. To print the report, enter **Y**. The following message is displayed:

Spooling report to PIDSPx!

where x is the facility code.

Figure 3.1 EconoLink Dispense File Report

Wed Mar 31, 2004 12:20 am		GENERAL HOSPITAL		Page 1
Econolink Dispense File Report				
Date Range: 3/29/04 0701 - 4/04/04 0700				
In/Out : Inpatient				
Sort : NDC number				
STAR#	NDC#	Economost#	Description	Qty

60257	11098001001	3277456	INAPSINE 2.5MG/ML	30
60915	15733912	1226976	CEFAZOLIN SODIUM 1GM	190
60081	15797020	2487957	OXACILLIN 2GM	75
21666	172439018	2442978	ALBUTEROL INHALER (CONTRACT)	1
50194	173024256	1479203	LANOXIN UNITS/D 0.125MG	39
50196	173024955	1933183	LANOXIN UNITS/D 0.25MG	60
50401	182159089	1674621	THEOPHYLLINE ER UNITS/D 200MG	30
60529	2149925	1877026	TOBRAMYCIN 80MG/2ML	75
52333	2314433	2499812	AXID UNITS/D 150MG	30
50052	26851348	3645785	CIPRO UNITS/D 500MG	30
26155	83231062	2298719	ESTRADERM TRANSDERMAL 0.05MG	30
11568	85045803	2144731	CLARITIN 10MG	2
18991	85063501	1224120	CLARITIN-D 12 HOUR	30
50863	85078781	3402252	K-DUR UNITS/D 20MEQ	79
18777	87606010	1212190	GLUCOPHAGE 500MG	30
50448	904188361	1484518	OYSTER SHELL CALCIUM UNITS/D 500MG	60
10599	904791559	1433119	IBUPROFEN 200MG	6
10079	93031901	3250891	DILTIAZEM HCL 60MG	30
11035	93319301	2187995	KETOPROFEN 50MG	35
67203	9338202	1364223	CLEOCIN 900MG/50ML	75
End of File				

DISPENSE FILE PARAMETERS

For the EconoLink 2000 interface to function properly, the vendor code for McKesson for each applicable facility must be defined.

From the Initial Pharmacy Menu, select **Formulary/Pharmacy Tables > Acquisitions Functions > EconoLink Dispense File Parameters**. If prompted, select the appropriate facility. The following screen is displayed:

```
General Hospital Econolink Dispense File Parameters Processor
                                Fri Apr 09, 2004 11:27 am

Econolink Dispense File Parameters
1 Econolink Vendor
  McKesson - McKesson

Enter field number or '/' starting field number--
```

Field Explanations

1. ECONOLINK VENDOR (1-N-R)

When you access this field, a list of available Pharmacy vendors is displayed:

```
General Hospital Econolink Dispense File Parameters Processor
                                Fri Apr 09, 2004 11:27 am

Econolink Dispense File Parameters
1 Econolink Vendor
-> McKesson - McKesson
Page:01                                Pharmacy Vendors
( 1) MCKESSON
( 2) ALTERNATE PHARMACY VENDOR
( 3) ALTERNATE PHARMACY VENDOR

Enter choice--
```

Enter the number of the EconoLink Vendor desired and press ENTER. The following prompt is displayed:

Enter field number or '/' starting field number--

To select a different vendor, enter **1** and press ENTER. To exit the screen, press ENTER.

The vendor selected is used during file compilation to determine whether an item is assigned to the McKesson vendor and if so, the Economost item number assigned to the STAR formulary item.

DISPENSE FILE DOWNLOAD RECORD LAYOUT

The following table outlines the standard record layout required for each item in the dispense file (in order for EconoLink 2000 to be able to read the information).

Field #	Position		Format	Description	Comments
1	1	7	7AN	McKesson Item (Economost) Number	Left justified, space filled
2	8	8	1AN	blank	
3	9	20	12AN	STAR Formulary Number	Left justified, space filled
4	21	21	1AN	blank	
5	22	32	11AN	NDC Number	All 11 digits including zeroes
6	33	33	1AN	blank	
7	34	38	5N	Quantity	Right justified, zero filled
8	39	39	1AN	Type	D = dispensed, C = credited

Legend:

Format: A = alpha; N = numeric

Index

A

- Acquire EconoLink item file and copy to upload PC 2-4
- Acquisition Cost Audit Report 2-17
- Acquisition Cost Update
 - Implementation steps 1-3
 - Interface function procedures 2-4
 - Overview 2-3
 - Record layout 2-30
 - Reports 2-15
 - Step 1 Acquire EconoLink item file and copy to upload PC 2-4
 - Step 2 Upload EconoLink item file to STAR Pharmacy 2-6
 - Step 3 Audit and revise acquisition cost information 2-11
 - Step 4 Schedule acquisition cost update 2-13
- Assigning the NDC number in the formulary 2-27
- Assigning the vendor catalog item number in the formulary 2-26
- Audit and revise acquisition cost information 2-11
- Automatic daily file compilation 3-5

C

- Compile Dispense Files 3-5
 - Automatic daily file compilation 3-5
 - On-demand file compilation 3-5

D

- Defining the purchasing unit and conversion factor in the formulary 2-28
- Dispense File Download
 - Implementation steps 1-3
 - Interface function procedures 3-5
 - Overview 3-3
 - Parameters 3-14
 - Record layout 3-16
 - Report 3-12
 - Step 1 Compile Dispense Files 3-5
 - Step 2 Download Dispense Files 3-9

- Dispense File Parameters 3-14
- Dispense File Report 3-12
- Download Dispense Files 3-9

F

- Formulary Modification Interface Tools 2-26
 - Assigning the NDC number in the formulary 2-27
 - Assigning the vendor catalog item number in the formulary 2-26
 - Defining the purchasing unit and conversion factor in the formulary 2-28
 - Rebuilding the Acquisition Cost file 2-29
 - Rebuilding the vendor catalog (item) number index 2-27

I

- Implementation Steps
 - Acquisition Cost Update 1-3
 - Dispense File Download 1-3

M

- Matching Items Report 2-15
- Missing Items Report 2-20

O

- On-demand file compilation 3-5
- Overview
 - Acquisition Cost Update 2-3
 - Dispense File Download 3-3

R

- Rebuilding the Acquisition Cost file 2-29
- Rebuilding the vendor catalog (item) number index 2-27
- Record layout
 - Acquisition Cost Update 2-30
 - Dispense File Download 3-16
- Reports (Acquisition Cost Update) 2-15
 - Acquisition Cost Audit Report 2-17
 - Matching Items Report 2-15
 - Missing Items Report 2-20
 - Vendor Assignment Report 2-24
 - Vendor Unassigned Items Report 2-22

Reports (Dispense File Download)
Dispense File Report 3-12

S

Schedule acquisition cost update 2-13

U

Upload EconoLink item file to STAR Pharmacy
2-6

File loading/processing when upload
attempted 2-9

Previously uploaded and processed files
exist when new upload attempted
2-10

Previously uploaded files exist but not yet
processed when new upload
attempted 2-10

Uploading a new file 2-7

V

Vendor Assignment Report 2-24

Vendor Unassigned Items Report 2-22

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