

# Gain Insight into your purchases.



Medline's online reporting tool provides key information to help you manage your supply chain

***insight***  
for Acute Care



# Get a better understanding of your purchasing decisions with Medline Insight.



- ▶ **How much have you spent on med-surg supplies the last six months?**
- ▶ **What is the ratio of spend across manufacturers?**
- ▶ **Which GPO contracts am I using most?**
- ▶ **How is my contract compliance?**

These are just a few of the questions that Medline Insight can help answer. Medline Insight is an online reporting tool that provides key information regarding your purchases with Medline—information that can help you make better purchasing decisions.

We designed Medline Insight to be a user-friendly tool that makes your job a little easier.

## Powerful reports mean powerful Insight.

Medline Insight provides a menu of reports that allow you to monitor your business.

You can view your reports online as you need them or, with powerful and flexible scheduling, your report can run on your schedule.

## Information *when, where and how* you want it.

Medline Insight reports provide brief summaries of your purchasing information to assist in quick decision making. But these reports can also be very detailed when you require further analysis of your business.

In addition to providing purchasing information on-demand for viewing online, Insight offers a convenient scheduling tool. Select the reports that you find useful and set Insight to run them on a specific schedule. You will receive the reports automatically via email.

For instance, you can have Medline Insight routinely email you a report every Monday morning at 7:30 that details the previous week's purchases. Additionally, you can have it delivered in a variety of formats including PDF, MS-Excel, MS-Word and many more.

Set it and forget it.

### Key Reports Include:

- Item Conversion Notification
- Implementation Status Reports
- Purchases by Manufacturer
- Purchase Frequency Report
- Price Assurance Report
- Invoice Summary
- Contract Compliance
- Fill Rates ...and more



## Here's a few examples...

Your materials management system might have several good reports, but you don't have a simple view of which manufacturer contracts your accessing on a daily basis. With Medline's Customer Connection Summary report, you can get a simple view of which manufacturers and which contracts has spend, and even shows those with zero spend.

As another example, how do you know that the price you have loaded in your system is matching Medline's? Run the Price Assurance Report and if a price discrepancy exists, you will see detailed PO Line data. Our Price Assurance report will give you confidence that essential pricing data is in alignment.

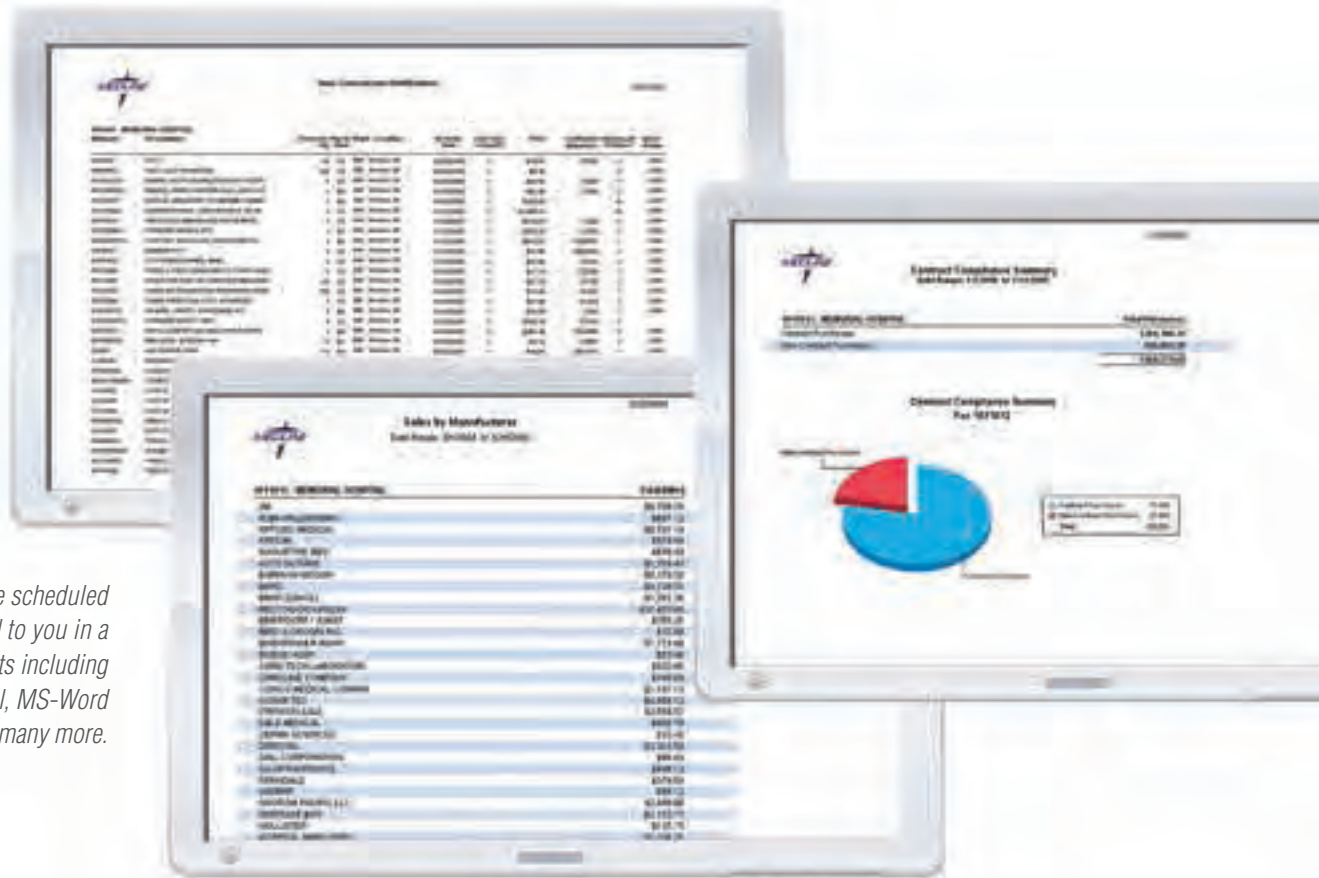
## How do I get access to Medline's Insight?

The first step is to register online at [www.medline.com](http://www.medline.com), creating a user ID and password that is tied to all your accounts with Medline.

Once registered, your sales representative can arrange for you to have access to the powerful reporting tools available through Medline Insight. Once set up, you'll be able to choose Medline Insight from the menu on [www.medline.com](http://www.medline.com)'s welcome screen.

From there, you can access all the reporting tools available with Medline Insight. First-time users should print out the Medline Insight Quick Start Guide to get the most out of the program.

That's all there is to it!



*Reports can be scheduled and emailed to you in a variety of formats including PDF, MS-Excel, MS-Word and many more.*

## Key reports include:



<b>Report Name</b>	<b>Report Description (these are HC reports)</b>
Account Overview Report	A high level summary including providing a line per month which includes: Total Purchases, Medline vs. Non-Medline in \$, % Medline Brand, % Non-Medline, Order Count, Order Lines, Avg # of Order Lines & Value, % EOE (Electronic Order Entry) and Fill Rate.
Back Order Report	On-line report for open backorders by account number. Provides summary for all lines in a back order situation with drill down to PO/Orders and line numbers.
Budget vs. Spend	Enter annual budget amounts by GL code in Medline Insight, then track spending those budget amounts.
Connection Report Detail	Connection report with line item detail for each contract.
Connection Report Summary	Listing of GPO and Mfr contracts assigned to an account.
Consignment Fill-Up Order Summary	The Consignment Fill-Up Summary displays total dollar value for consignment inventory shipped during selected reporting period.
Contract Compliance Detail	Detailed contract vs non-contract spend broken by manufacturer and contract.
Contract Compliance Summary	Chart showing ratio of contract to non-contract purchases.
Descending Dollar	The Descending Dollar report is a display of all sales for a selected date range displayed in a list format by Medline Item (with description) sorted by total dollars purchased (descending order).
EDI Rejection Report	For customers that order via EDI, this report will detail order lines that were rejected due to bad master data.
Fill Rate Report	Provide fill rate for order activity. Measures Lines Shipped Complete (0% or 100% measurement).
Implementation Summary	This report is a summary of # of items that have been signed off during start-up / implementation.
Invoice Detail	The Invoice Detail report displays all line items by Medline Invoice number for a selected date range. Line level information includes (item, qty ordered, unit price, extended price, tax and freight).
Invoice Detail – Excel Export	Invoice line item detail for export to Excel. Simple list which could be used as basis for import into A/P system.
Invoice Summary	The Invoice Summary report displays total invoiced dollars for a selected date range sorted by customers PO. This report has drill down capability to see invoice detail under each PO.
Invoiced Dollars by Order Channel	The Invoiced Dollars by Order Channel is a report summarizing invoiced dollars for a date range and grouped by order channel (EDI, Phone/Fax, Medline.com, Rep).
Item Conversion Notification	The ICN report provides information as to when new items are in stock and available for purchase.
LUM Account Fill Report	Fill Rate report for LUM (fill or kill) accounts.
Medline Sales	This report summarizes invoiced dollars for Medline brand sales.
Medline vs. Non-Medline Purchases	The Medline vs. Non-Medline Sales report is a summary by date range of total invoiced dollars to measure blend of business.
Monthly Item Usage	Monthly Item Usage is a report showing usage (quantity and sales) by item by month. This is a useful report that can be exported to Excel.
Non-Medline Sales	This report summarizes invoiced dollars for Non-Medline brand sales.
Price Assurance Report	Comparison of hospital price sent in via EDI and Medline determined price.
Purchase Frequency Report	Purchase frequency of items per ship to location.
Purchases by Manufacturer – Detailed	Detail version of our purchases by Mfr report for export to Excel
Purchases by Manufacturer – Summary	The Sales by Manufacturer report is a listing of invoiced sales by manufacturer. The report is descending dollar and has drill down capability to show detail by manufacturer.
Service Level Report	Provide fill rate for order activity. Measures total quantities ordered vs. filled (partial %'s).
Sign Off by Manufacturer	This is a summary of sign-off's by Manufacturer.
Stock Status Report	Prime Vendor Report: report showing which items are in stock for a distribution deal (by customer).
Usage By Ship-To Location	This is a summary of spend by ship-to account number.

**For more information, please contact your Medline representative today!**

