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1 Introduction

Southern Cross Hospitals Introduction

Southern Cross Hospitals Limited (SCHL) is actively engaging with GS1 and the National Product Catalogue (NPC) Service as the method for suppliers to share their product and price data with SCHL.

This standardisation of product data through the utilisation of GTIN, UNSPSC and GLN codes will improve the accuracy between SCHL and our many suppliers and lead to benefits in terms of reduced time and cost to introduce new products to SCHL.

SCHL looks forward to a close working relationship between our suppliers and GS1 to bring the vision of the SCHL NPC to fruition.

What is the National Product Catalogue?

The National Product Catalogue (NPC) works as intermediary repository for product data that is shared between trading partners (e.g., a supplier and SCHL). Suppliers load product information into the NPC with assistance from GS1 to meet SCHL’s product information and pricing requirements. All product information is checked and validated to help ensure it is accurate before it is published to SCHL for use in their internal systems.

As supplier product information (and pricing) changes (i.e., a change to an existing product or a new product), suppliers are expected to update their catalogue and to publish the new information to the SCHL.

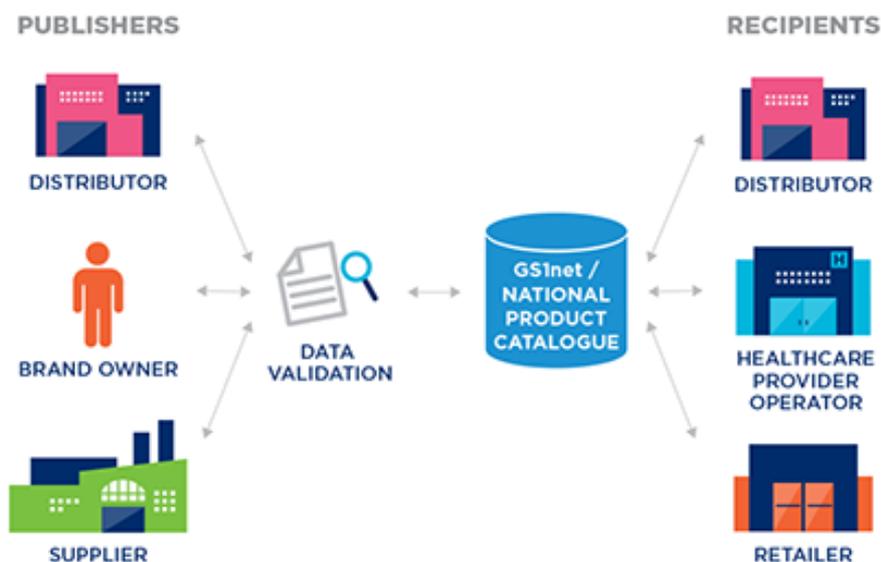


Figure 1 – The National Product Catalogue

2 NPC Implementation Approach for SCHL

- SCHL's vision is for all products that they purchase loaded to the suppliers NPC and the data to then populate the Southern Cross internal ERP system Tech1. The initial product range is for Medical Devices and Consumables that have been purchased by SCHL in the past 2 years (i.e., since June 2016). All levels of the Packaging Hierarchy should be included (i.e. Base, Inner, Case)
- The initial product range will not include pharmaceutical suppliers, implants, minor instruments, capital items and loan kits.
- 21 January 2019 - SCHL have increased the product range for suppliers to include Consignment and/or Loan Stock as well as Implants. Please do Not include: Minor Instruments, Capital Items and Loan Kits (e.g. complete instrument trays)
- NOTE: Suppliers that are primarily a provider of medical devices, but that may also have Pharmaceutical products, these are to be included. Data Requirements for Pharmaceutical products include the Pharmacy Guild Pharmacode and the New Zealand Medicine Terminology Code.
- Suppliers will be approached by SCHL using a phased approach to either establish a catalogue, or for suppliers with an existing catalogue, to update them with current and accurate product information. Those items that are eligible, are to then be published to SCHL.
- The product range is expected to be expanded over time and will likely include new product categories.

3 Key Principles of the National Product Catalogue

- The NPC is an online catalogue where product information is constantly synchronised between trading partners. It is part of a global system based on global, interoperable data standards.
- The NPC has significant security features built into it to ensure privacy and data protection.
- All product data is based on GS1 global data standards, underpinned by GS1's product and location identification standards namely the Global Trade Item Number (GTIN) and the Global Location Number (GLN).
- Before any product data is published to the NPC, it is rigorously checked and validated using a suite of technical and business rules.
- Suppliers are able to publish product data to multiple **data recipients** (i.e., users of supplier product data) and in some cases, to recipients based in other countries.

- Suppliers are usually required to be members of GS1New Zealand, however this is not a must.
- There are fees associated with having a catalogue that are based on an organisation's annual revenue turnover. Fees are capped to a maximum amount chargeable.
- GS1 NPC terms and conditions and membership fees are available at www.gs1nz.org

Supplier Identification

A supplier is identified in the NPC using a globally unique identification number known as a **Global Location Number** (GLN). In New Zealand this maybe an organisation's **New Zealand Business Number** (NZBN). Importantly, the GLN is also used in the NPC to identify the **Primary Commercial Relationship** between a supplier and SCHL.

For organisations that use a certified GDSN Data pool other than GS1 New Zealand NPC please contact GS1NZ for details on managing this.

Product Data Requirements

There has been a focus on ensuring data requirements between New Zealand and Australia are as aligned as possible to ensure efficiency. Broadly speaking, Australian and New Zealand data requirements are based on the same GS1 data standards and the primary product identifier, namely the **Global Trade Item Number** (GTIN).

The following data attributes are required for SCHL.

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- Additional Certification Types including GMP Certification
- Hazardous Goods Attributes
- Minimum Order Quantity
- Multiple Order Quantity
- Ordering Lead Time (in Days)
- Medsafe Regulatory Classification
- Medsafe Sponsor
- WAND Number
- UNSPSC Version 19 at Commodity Level
- Dimensions & Gross Weights – these are required, but if the information is not available when loading your data, please use a default of 99999
- Only **1 price type** is to be loaded and only to **1 GLN 9429033027810**
- Contract Price (when applicable)
- Transaction (Invoice) Price (if No Contract Price)
- List Price (if No Contract or No Transaction Price)

4 Supplier Benefits

The NPC provides one consistent way to provide product data to SCHL

Suppliers are able to:

- Load accurate, up-to-date product information once: share with many users.
- Remove multiple ways of providing and updating product/ pricing data to SCHL while saving time and cost.
- Utilise one standardised method to work with SCHL for:
 - Introducing new items
 - Submitting changes to items and prices
 - Discontinuing products
 - Improved inventory management
 - Positive recognition of NPC status in tenders and contracts

5 Supplier On-Boarding - Overview

To publish product data in the NPC it is necessary to complete an on-boarding process. Once this has been completed, and the data reviewed and accepted by SCHL, a supplier will have a **NPC Live** status with SCHL.

1. Supplier Engagement by SCHL

SCHL will determine supplier on-boarding priority and will be contacting suppliers to start the on-boarding process. Some suppliers may have a joint meeting with SCHL and GS1 to clarify the on-boarding process.

Some suppliers will be required to complete a **Full NPC Catalogue** on-boarding to attain **NPC Live Status**. Other suppliers may be asked to become **Process Ready** (meaning any new products added to a Catalogue will be published to SCHL when applicable) for Live Status.

2. Supplier Engagement with GS1

GS1 will work closely with a supplier to achieve **NPC Ready** status for the SCHL.

Supplier Steps include:

- Register for the NPC
- Review the Data in the NPC for SCHL
- Gathering new product data required for the NPC
- Loading Product Data into the NPC
- Loading Product Pricing into the NPC
- Attaining NPC Ready status for SCHL
- SCHL expect the current list of products that they have in Tech1 are included in the NPC initial onboarding. If products are not included, SCHL have

requested the supplier emails them to inform them as to why those products are not included.

- SCHL has requested that for any “additional” products that a supplier publishes to them, that this is also communicated via email as to the reason why the item has been added. This does not need to include items that are within a product range

3. NPC Ready to Live transition with SCHL

This is the final step of the process of becoming **NPC Live** for the SCHL. GS1 will grant NPC Ready Status – your data is then under review by SCHL and they will communicate directly with you if they have any questions about your data.

At this point you are considered NPC Ready waiting on Live status. There are certain requirements that you will need to meet while waiting for Live status. For more information regarding these please see the **SCHL Supplier NPC Ready waiting for NPC LIVE 1 Page**

SCHL will notify the supplier by email when Live status has been granted. GS1 will provide supplier with the **SCHL Supplier Live BAU Guide** This document is to help suppliers to remember what they need to do to maintain their live status.

6 On-Boarding Process with SCHL

SCHL Engage with Suppliers to initiate the NPC process

SCHL will notify suppliers of their intent to use the GS1 National Product Catalogue for receiving supplier data in standardised format. GS1 Healthcare Account manager will then begin on-boarding engagement process by inviting a supplier to participate in the SCHL NPC initiative.

GS1 will discuss with the supplier and agree on project timelines , resource and the applicable range of products.

7 On-Boarding Process with GS1

Outlined below is a six (6) step on-boarding process involving the supplier and GS1. All of these steps need to be completed before moving on to the next stage of the process. GS1 will support the supplier throughout the entire process. The objective is for the supplier to gain NPC Ready status for SCHL.

1. Register for the NPC

Registering for the NPC is available on-line – [link here](#). Please note, to subscribe to the NPC, suppliers must be a [Full Member](#) of GS1 New Zealand.

But if the supplier is an Australian business entity which has a primary commercial relationship with SCHL, please contact GS1 New Zealand for more information.

During this process, a supplier will be assisted by GS1 NZ with the on-boarding. GS1 New Zealand provides varying levels of support for suppliers in becoming **NPC Ready** which can be discussed between the supplier and GS1.

2. Review the Data in NPC for SCHL

The initial step is to identify and review the supplier's current product data and range for SCHL and to check SCHL's data requirements against any data already loaded in a NPC catalogue. Supplier should conduct a data 'GAP' analysis to determine any discrepancies. GS1 New Zealand's Implementation Team assist suppliers with updating products for SCHL and will include classifying products to the UNSPSC v19 Classification Standard and any certifications including GMP - where applicable. GS1 recommends that the supplier also runs a sales report for products sold to SCHL in the past 2 years as another form of a GAP analysis.

3. Gathering new product data required for the NPC

For products supplied to SCHL but not hosted in a supplier's NPC catalogue, the supplier will need to gather the product data and add it to their NPC for publishing to SCHL. If this is a large number of products, your Implementation Specialist will be able to assist you with preparing a **template for bulk uploading** the new products.

4. Loading Product Data into the NPC

Once the supplier has gathered the relevant data for the agreed range for new products for the NPC, it needs to be loaded to GS1 NPC using a method previously decided on. Once all a supplier's data is in the NPC, GS1 will undertake a final data validation check on the entire catalogue for SCHL.

Products must be loaded to include the full packaging hierarchy. Some products may only have a base level while many will have (an Inner when applicable) and a Case level. This will usually be the purchasing unit for SCHL. SCHL asks that the supplier will indicate the packaging hierarchy level that they expect SCHL to purchase the product at by indicating the Orderable, Despatch and Invoiceable level to be True for the Purchasing level

SCHL plan to implement point of use scanning in May 2019, hence all suppliers should have all levels of the packaging hierarchy for a product loaded by March 31 2019.

For single patient use items that do not have a bar code on the actual product, please contact your manufacturer and ask them to supply this. The actual item does not necessarily need the bar code on the item, but the "each" (single patient use) item should have a GTIN to uniquely identify the item.

All data for all levels of the packaging hierarchy will "flow" into SCHL via the PIM Connector

5. Loading Product Pricing into the NPC

Please see specifics under Appendix 1 – page 14

6. Attaining NPC Ready status for SCHL

GS1 will undertake a final validation and verification audit of the data to ensure it meets the data attributes and quality requirements for the SCHL. The supplier will also be required to demonstrate NPC knowledge and processes in maintaining their NPC. Once the supplier has satisfactorily completed the **NPC Ready Process**, which includes publication of their items to SCHL, GS1 will issue an **NPC Ready Certificate** to both SCHL and the supplier that confirms the supplier's NPC data is ready for SCHL's use.

While suppliers are assigned **NPC Ready** for SCHL, the expectation is that their NPC is maintained; including notifying relevant SCHL staff of any new items or changes outside of the NPC. This is only required until the supplier attains **NPC Live** status SCHL.

8 NPC Ready to LIVE with SCHL

Outlined below is a three (3) step process that contributes to the **NPC Ready to Live with SCHL** section of the on-boarding process. The objective of this section is for a supplier to attain **NPC Live** status for SCHL which means that the NPC data is fully synchronised and available in SCHL's Tech1 system for internal use.

1. SCHL Check Data

SCHL will review suppliers' data against their requirements and a sample against any available legacy information. Should any issues be identified by SCHL, they will notify the supplier and work with them to resolve these promptly. The overriding expectation is that supplier's data is complete and accurate.

While you are waiting for Live status – please continue to provide SCHL with updates directly to SCHL as you do now. You are also expected to keep the NPC up-to-date with any data additions/changes until you have been made LIVE

2. Become GS1 NPC Live for the SCHL National Catalogue

Once SCHL is satisfied with the supplier's data, SCHL will assign the supplier **NPC Live** status and permit the supplier's product data to be populated in SCHL's Tech1 system via the PIM Connector

Currently the PIM Connector is scheduled to go live late December 2018, suppliers will not be made NPC Live with SCHL until the PIM Connector is live.

3. Supplier Ongoing Use of NPC and Maintain GS1 NPC Data

Having been assigned **NPC Live** status by SCHL, the supplier must now continue to use the NPC to ensure all available products (and associated pricing) are available for SCHL's consumption through the PIM Connector.

For more comprehensive information on **NPC Live** requirements and expectations, please refer to **SCHL Supplier Live BAU Guide** document available from GS1.

Once suppliers are assigned **NPC Live** status for SCHL, data for all SCHL approved new items, changes for existing items (including price) and product discontinuation must be submitted through the NPC.

9 Appendix I

New or Different Data fields for SCHL's NPC

The supplier must load product data for all levels of the hierarchy – Base; Inner (if applicable); and Case.

Core Item / Additional Trade Item Description and Full Description

The Trade Item Description is traditionally complied of these four data elements:

- Brand
- Sub Brand
- Functional Name and,
- Variant

The Trade Item Description format is restricted to a character limit in each data field that sometimes does not meet the clinician description.

SCHL encourage suppliers to provide complete descriptions that cannot currently be captured using the Trade Item Description.

These are free text fields and in the NPC are found under Core Item, Product ID and Classification.

- **Additional Trade Item Description** - limited to 225 characters.
- **Full Trade Item Description** - limited to 255 characters,

Trade Item Description

Trade Item Description --- No.: 1 / 1	
Trade Item Description	Exact Products Custom Pack Minor Surgery 6EA
Additional Trade Item Description	Minor Surgery Pack can be used for lumps, bumps and cuts
Short Description	Minor Surgery Custom Pack
Full Description	Surgical Procedure Kit Minor Procedure Exact Products

Trade Item Trade Channel Code

This data field used to be under the Healthcare section – it has been moved and is now the 5th Data field on the Core Item/Product ID and Classification section.

Trade Item Trade Channel Code

Trade Item Trade Channel Code --- No.: 1 / 999

Trade Item Trade Channel Code (HEALTHCARE) - Healthcare services - Me

Healthcare should be selected for all Medical Devices and all Medicines.

Core Item/ Product ID and Classification / UNSPSC v.19

V19 is found almost at the bottom of the Product ID and Classification screen.

UNSPSC v.19 offers the supplier a more comprehensive range of codes to apply when classifying products. Many of the codes used in v15 remain the same in v19 (See example below).

GS1 can assist suppliers with UNSPSC questions as required. Your implementation specialist can also help with the conversion of v15 to v19

Example

UNSPSC v19.0501 Commodity

Segment (42000000) - Medical Equipment and Ac

Family (42140000) - Patient care and treatment

Class (42142800) - Vascular and compression

Commodity (42142802) - Vascular or compression a

Note: The v19 code is the same as what was entered for v15

Core Item / Product Characteristics / Product Measurements

- SCH requires all measurements (height, width and depth) to be loaded for all levels of the packaging hierarchy

Core Item / Product Characteristics / Gross Weight

- **Gross Weight** is only required.
- Gross Weights can be in KG or GRAMS

Core Item Additional / Logistics and Pallet / Minimum and Multiple Order Quantities

- SCHL require this data to assist them to help manage electronic ordering. This data is required at the Purchasing Level that the supplier expects SCHL to order at.
- If the Purchasing level is a **CASE** and the minimum order quantity ordered by SCHL is 1 case, then the Multiple Order Quantity will be 1 as well.
- Supplier must include **usual ordering Lead time** – expressed in **Days**.

Order Quantity Minimum	1
Order Quantity Multiple	1

Distribution Details

Distribution Details --- No.: 1 / 1

Ordering Lead Time --- No.: 1 / 1

Ordering Lead Time	7
Ordering Lead Time UOM	(DAY) - Days

Core Item Additional / Additional Product Details / Certifications

- SCHL require all certifications for a product, and the 3 data fields (see Figure below) must be completed for each certification.
- These fields are found at the bottom of the **Additional Product Details** page.

Certification Information

Certification Information --- No.: 1 / 999

Certification Standard	93/42/EEC
Certification Agency	European Agency

Certification --- No.: 1 / 1

Certification Value	26-A5
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- When more than one certification needs to be entered these fields can be duplicated by **clicking the +** symbol located on the right of the page.
- Include GMP (Good Manufacturing Practices) Certificates where applicable.

Dates

There will be a new data field in the Dates section - this field is called "Next Available Date"

 Next Availability Date

This is to be used when there is a product out of stock or back order and will notify SCHL of when it will next be available.

Healthcare / Regulatory Details / Characteristics / Label Description

- SCHL require suppliers to complete the Label **Description**.

Label Description

Label Description --- No.: 1 / 1

 Label Description Iris Scissors Supalite Straight Blades 25mm Sterile|



National Product Catalogue Pricing for SCHL

Suppliers are required to provide **Contract Price** when this is current – ideally all suppliers will have a Contract Price in place for all Products. If there is not a Contract Price, next preference is the **Invoice Price** (i.e., The *Transaction Price* in the NPC). Please make sure that the price assigned to an item is at the Purchasing unit of measure that you the supplier want Southern Cross Hospitals to buy from you.

Please make sure you only load 1 price – the price type (in order of preference – Contract, Transaction and List) to 1 GLN for Southern Cross - 9429033027180

For supplier products that SCHL buy through Onelink, please make sure these are also listed in your catalogue and published to SCHL. The price should reflect what price you would charge SCHL if they were purchasing direct from you.

Any products that are sold under a Tripartite agreement to SCHL but are distributed by Onelink, please publish these items to Onelink and include the same price you loaded for SCHL. Onelink have asked for the List price for these items.

If you have any questions regarding the Price Type to be loaded, please contact your GS1 Implementation Specialist

If you have any concerns regarding the Price to be loaded, please contact SCHL Procurement Team.

Possible 'block errors' since the last NPC update

- **Country of Origin** - this is a new requirement for all industries since 2017 for traceability purposes. Common Codes: New Zealand 554; Australia 036; United States 840, United Kingdom 826; India 356; China 156
- **Selling Unit of Measure** - This is a global requirement and should always be EACH where the Code is EA.
- **Core Item Additional / Packaging / Packaging Type** – Required.

Healthcare Regulatory

SCHL require the Healthcare Regulatory Sections to be completed for devices and medicines. Please include any pharmaceutical products that you sell to them to be included in your data.

The following data is for **Medical Devices only and should be loaded to your NPC when available**

- Trade Item Channel Code
- HIBC Code (if available)
- TGA Sponsor (if available)
- TGA Type (if available)
- FDA Medical Device Listing (if applicable)
- TGA Risk Classification (if available)
- Label Description (if available)
- WAND Number
- Medsafe Risk Classification
- FDA Preferred Term Code (if applicable)

In addition to the above, the following data will be required for **Medicines only**. (WAND, Medsafe Risk and FDA data is only required on Devices)

- Medsafe Regulatory Classification
- NZ Medicines Terminology Code
- Pharmacode

10 Appendix II

BAU BEFORE NPC	BAU AFTER NPC
Communication with Procurement will continue including the observance of current business processes	The need for communication never changes, even though the method of providing the information has.
Supplier data provided via spreadsheet	Supplier Data will be entered into the NPC and electronic messaging will send this information to Southern Cross Tech 1 System.
Supplier data not presented in a standardised format	Supplier Data will be validated as per the GS1 Standards/Best Practices
Suppliers maintain product data for their own use in a variety of methods	Suppliers maintain a NPC catalogue and allocate resources to manage the ongoing activity. Single Point of Truth for your Product Data.
Data Requirements were provided by SCHL on a Spreadsheet	NPC has built in validation rules that shows the supplier what data is required by SCHL
For Suppliers already using NPC	NPC DATA REQUIREMENT DIFFERENCES
Suppliers populated NPC per the NPC Recipient data requirements	SCHL has reduced data element requirements but some are new or different
	Descriptions – more flexibility – able to add more information using the Additional Trade Item Description or Full Description fields
Packaging Data	Label Description – found in Healthcare section. Please provide the description as it exactly appears on the product label.
	Required
	Certifications: Good Manufacturing Practice Certification, and other Certifications are required
	Minimum and Multiple Order Quantities
	Ordering Lead Times
UNSPSC v15	UNSPSC v.19
	Pharmacode for Medicines
	Pricing for SCHL – Only 1 price to be loaded in this preference of Price Type – Contract, Transaction or List. Tripartite (Invoice Price) required at the purchasing UOM. Please refer to SCHL product list for what they are expecting as the Purchasing Unit and the price should be the same level.
Multiple GLNs for Pricing	Pricing only to a single GLN

