

# AmerisourceBergen

## **1WorldSync GDSN RX Setup – RX Supplier Role User Guide**

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## TABLE OF CONTENTS

	<u>Page #</u>
<b>1.0 Overview .....</b>	<b>3</b>
<b>1.1 ABSetUp Login Process .....</b>	<b>3</b>
<b>1.1.1 RX Supplier Role Selection .....</b>	<b>3</b>
<b>2.0 Register Item Catalog(s) in 1WorldSync.....</b>	<b>4</b>
<b>2.1 Access/View Item Catalog(s) in 1WorldSync .....</b>	<b>6</b>
<b>3.0 Create New BRx/GRx Item(s) .....</b>	<b>7</b>
<b>3.1 Connect to 1WorldSync (via Add BRx/GRx Item) .....</b>	<b>8</b>
<b>3.2 Validate Information on All Tabs BRx/GRx Item(s) .....</b>	<b>10</b>
<b>3.3 Submit BRx/GRx Item(s) .....</b>	<b>11</b>

## 1.0 Overview

The purpose of this guide is to provide instructions for the Global Data Synchronization Network (GSDN) RX Supplier Role on how to do the following:

- Log in ABSetUp
- Register Item Catalog(s) in 1WorldSync
- Access/View Items Catalog(s) in 1WorldSync
- Create New BRx/GRx Item(s)
- Connect to 1WorldSync via Add BRx/GRx Item(s)
- Validate Information
- Submit BRx/GRx Item(s)

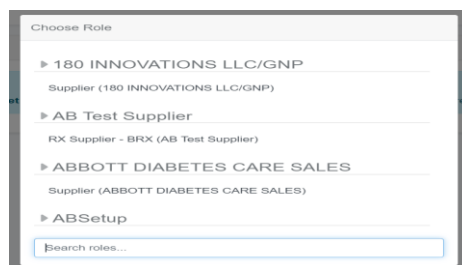
### 1.1 ABSetUp Login Process

To get started, the RX Supplier must navigate to [www.ab-setup.com](http://www.ab-setup.com) to login into ABSetUp.



#### 1.1.1 RX Supplier Role Selection

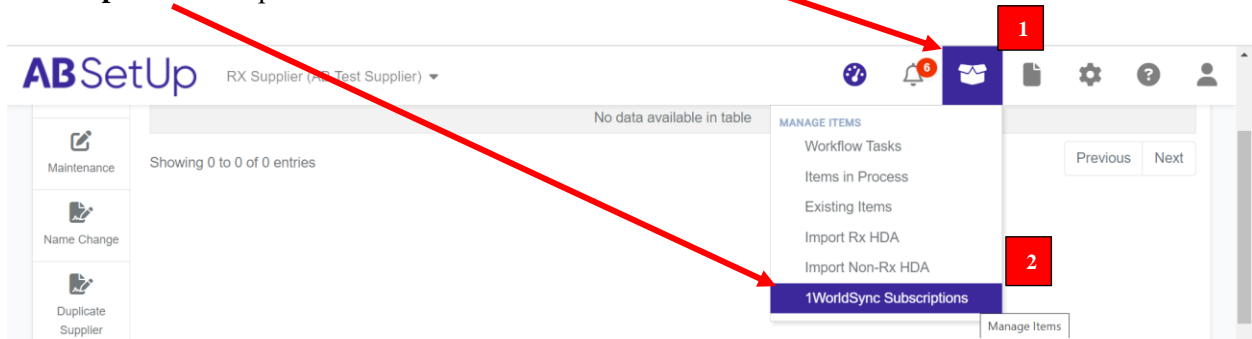
Upon logging into ABSetUp, a pop-up/drop-down RX Supplier Role menu will appear on the RX Supplier's screen. The RX Supplier must now select his/her appropriate "Rx Supplier Role" from the menu by clicking on it, as shown below:



**Important:** For the RX Suppliers that have multiple roles in ABSetUp, he/she will have to choose the correct Supplier ID associated with the items he/she will be loading.

## 2.0. Register Item Catalog(s) in 1WorldSync

Before Suppliers can add any items to ABSetup, the Suppliers are required to be registered with 1WorldSync. Suppliers can now leverage the GDSN, an automated product content syndication solution, to simplify and accelerate New Item Setup within ABSetup. This registration through 1WorldSync allows the Supplier the ability to prepopulate ABSetup with the item data he/she already setup in GDSN. To register Item Catalog(s) in 1WorldSync, the RX Supplier can do so by navigating to the upper right side of his/her dashboard and click on the cardboard box icon (Manage Items), then select “1WorldSync Subscriptions” as depicted below:



Upon clicking on “1WorldSync Subscriptions”, the RX Supplier should see the following on his/her screen displaying all GLNs he/she may have already registered:

Supplier GLN  [Subscribe](#)

1WorldSync Subscriptions

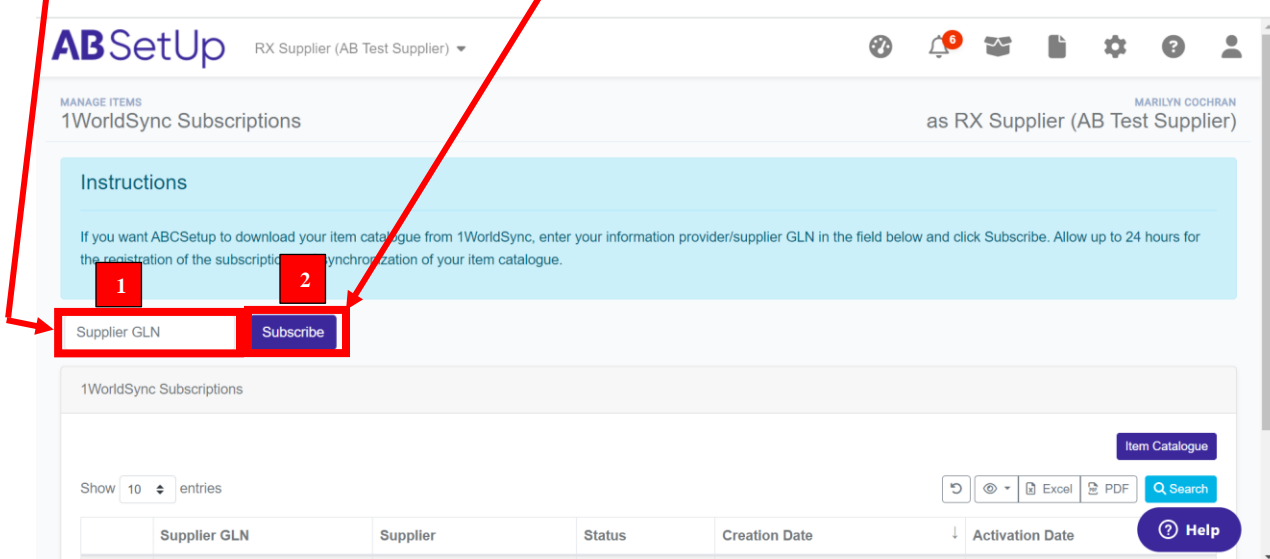
Show 10 entries [Item Catalogue](#)

[Refresh](#) [Print](#) [Excel](#) [PDF](#) [Search](#)

Supplier GLN	Supplier	Status	Creation Date	Activation Date
0716163021270	AB Test Supplier	Active	09/14/2022 07:45AM	09/14/2022 04:10AM

If the RX Supplier doesn't see his/her GLN on their screen, he/she must now do the following to register his/her GLN in 1WorldSync:

- Step 1: The RX Supplier must now enter the “**Supplier GLN**” into the field box
- Step 2: Click on “**Subscribe**” button



Upon clicking on the “**Subscribe**” button, your data team will receive a notification that a new data provider (ABSetup) would like to have your information published. Your data team will have 2 options to choose from:

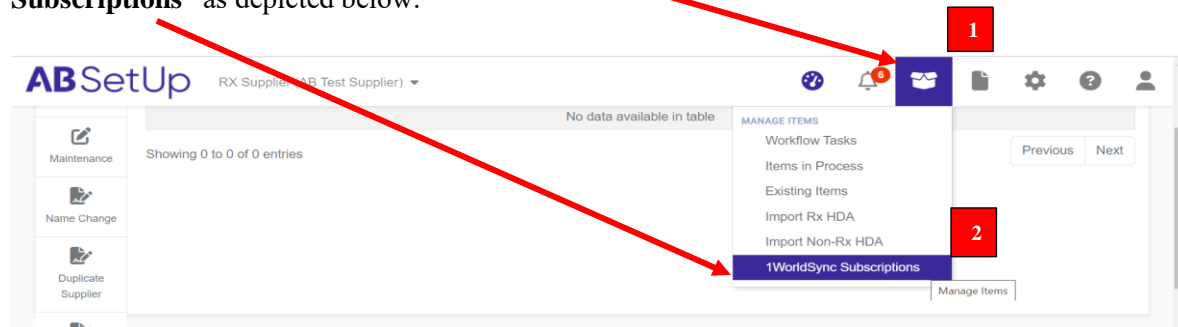
1. Your data team can select to publish all items to ABSetup that are stored in 1WorldSync,  
**or**
2. Your team can also select to publish select items.
  - a. If your data team chooses this option, only those selected items will be shared with ABSetup. If there is an item that you would like to setup with AB and is missing from your Item Catalogue on ABSetup, you will need to contact your data team to get the item published

**Important: The RX Supplier must allow up to 24 hours for the registration of the subscription and synchronization of his/her item catalogue.**

This concludes the steps for this process.

## 2.1. Access/View Item Catalog(s) in 1WorldSync

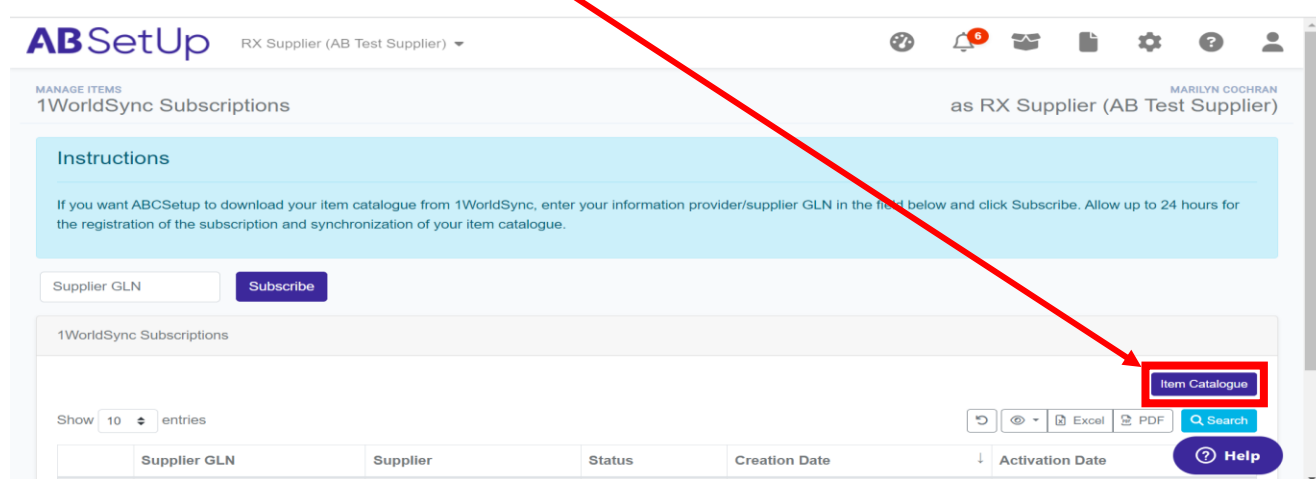
To access/view the Item Catalog(s) in 1WorldSync, the RX Supplier must navigate to the upper right side of his/her dashboard and click on the cardboard box icon (Manage Items), then select “1WorldSync Subscriptions” as depicted below:



Upon clicking on “1WorldSync Subscriptions”, the RX Supplier should see the following on his/her screen, which displays GLN information he/she have registered.



He/she must now click on the “Item Catalogue” button as show below:



## 1WorldSync GDSN RX Setup – RX Supplier Guide

Upon clicking the “**Item Catalogue**” button, the RX Supplier should now be able to see/view the 1WorldSync Item Catalogue as depicted below. He/she can now validate that their Supplier GLN has been registered and brought in via 1WorldSync into ABSetup, and to also see/view all registered Supplier GLNs that are synchronized via 1WorldSync of which he/she has access to use.

ABSetup RX Supplier (AB Test Supplier)

1WORLD SYNC Item Catalogue MARILYN COCHRAN as RX Supplier (AB Test Supplier)

1WorldSync Item Catalogue

Show 10 entries

Supplier GLN	GTIN	Supplier Description	Item UOM	Base UOM
0716163021270	70300012020010		PL	No
0716163021270	70300540438257		PL	No
0716163021270	30300012020012		PK	No
0716163021270	40300012019013		PK	No
0716163021270	40300012007010		PK	No
0716163021270	40300012006013		PK	No

Back

Help

To exit this screen, the RX Supplier should click on the “**Back**” button to go back to the 1WorldSync Subscription page.

### 3.0 Create New BRx/GRx Item(s)

To create a new Rx Item, the RX Supplier must scroll down to the “**New Rx Items: In Process**” section of his/her dashboard, as shown below, then click on the “**BRx Item** or **GRx Item**” button. The guidance provided in this document applies to either New Item creation processes – BRx or GRx Item(s).

ABSetup RX Supplier (AB Test Supplier)

Set Up and Maintain Items > New Rx Items: In Process

New Rx Items: In Process

In Process In Review

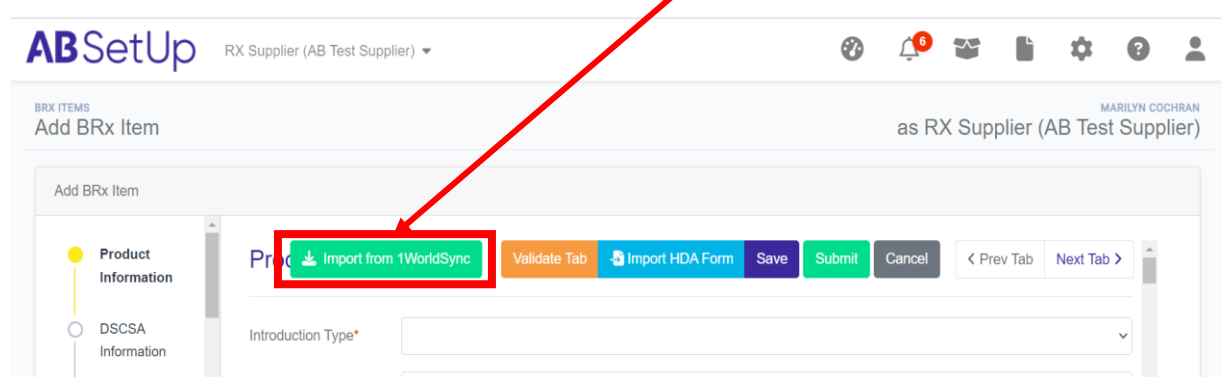
BRx Item GRx Item Import HDA Form Copy

OR

Name	Type	Company Name	Created
Each only test item no case info tab 100	GRx	AB Test Supplier	07/25/2023 9:18 AM
Methylphenidate HCL ER 27mg tab 100	GRx	AB Test Supplier	07/24/2023 7:50 AM
May Ris STIMUFEND 6 MG PFS 0.6 ML test item	BRx	AB Test Supplier	05/16/2023 11:45 AM

### 3.1. Connect to 1WorldSync (via Add BRx/GRx Item)

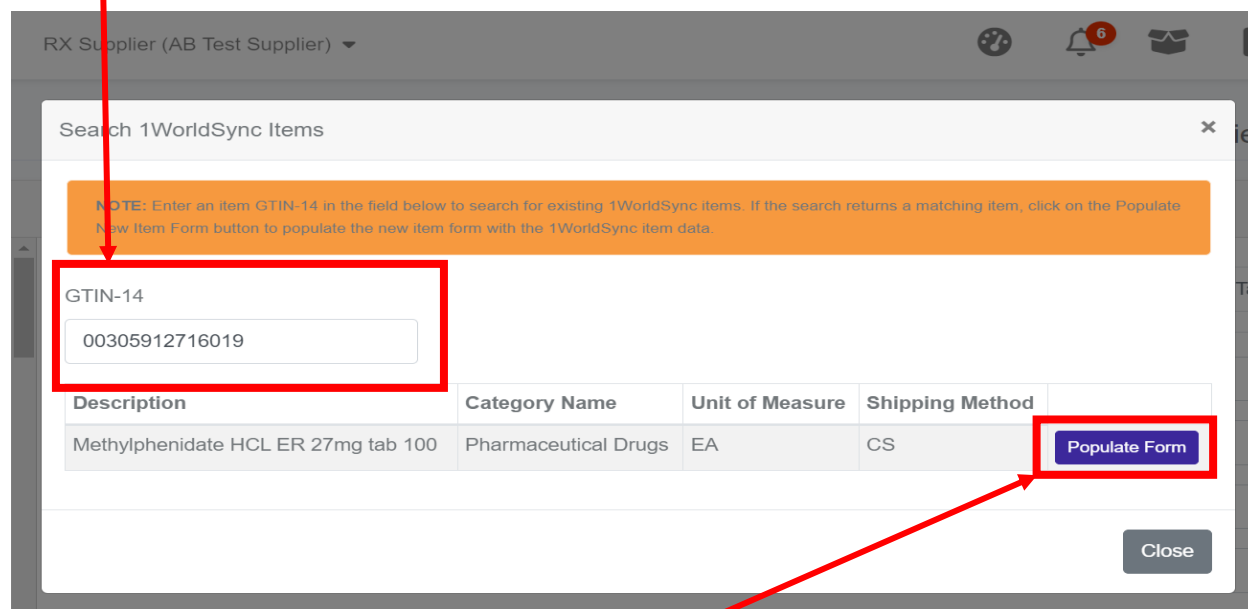
Upon clicking the “**BRx Item** or **GRx Item**” button, the following screen should appear on the RX Supplier’s screen. At this point he/she must click the “**Import from 1WorldSync**” button in order to sync/import data from 1WorldSync.



Upon clicking on the “**Import from 1WorldSync**” button, the RX Supplier will be prompted to enter an item “**GTIN-14**” number, as shown in the screenshot below.

**Note:** Upon entering the item GTIN-14, the system will then search for the related item within the 1WorldSync Items database and retrieve item(s) linked to that specific GTIN-14, as shown below.

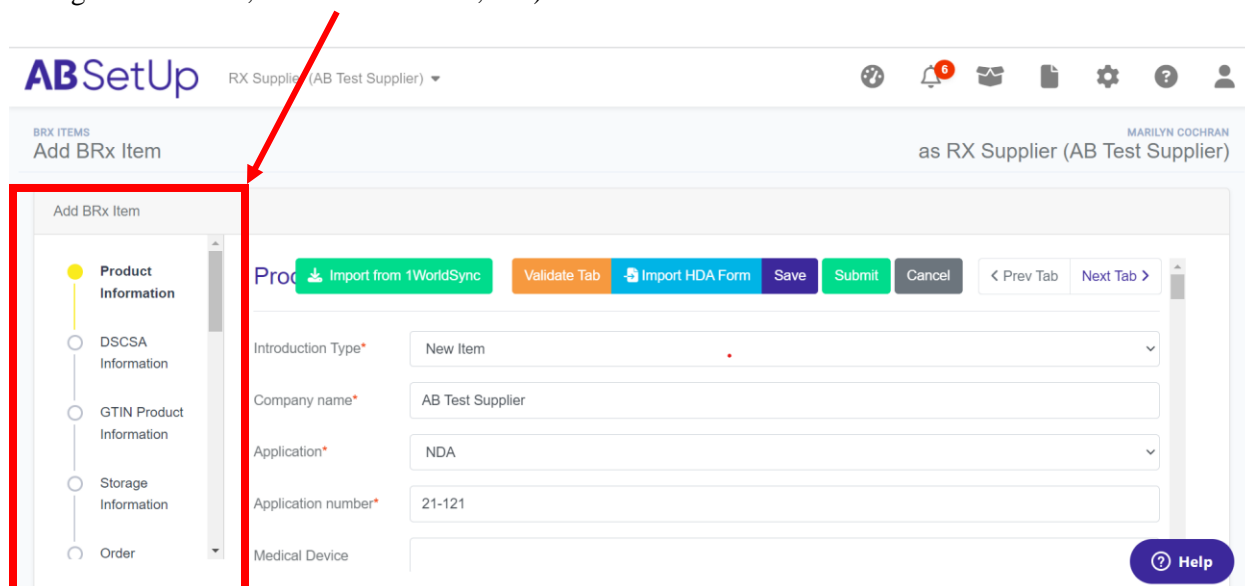
- The GTIN-14 number must be 14 numeric digits



Once the associated items connected to the provided GTIN-14 number appear on the RX Supplier’s screen, he/she can now click on the “**Populate Form**” button.

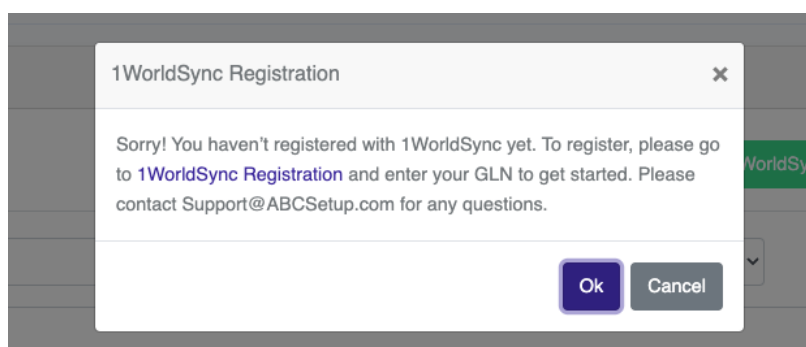


Upon clicking on the **“Populate Form”** button, the data from 1WorldSync should auto populate all requested fields for the entire New Item setup/process, as depicted in the screenshot below. At this time, the RX Supplier can preview/verify all auto-populated information by clicking on any of the listed tabs along the left side of his/her screen (e.g., Product Information, DSCSA, GTIN Product Information, Storage Information, Order Information, etc.)



In the event the RX Supplier clicks on the **“Populate Form”** button, and receives the following pop-message, as shown below, he/she must do one and/or both of the following:

1. Complete the 1WorldSync registration process as defined in Section 2.0 of this document, and/or
2. Contact ABSetUp Support team, if you are indeed registered and feel that you have received this message in error



## 3.2. Validate Information on All Tabs for BRx/GRx Item(s)

The RX Supplier must now validate all information for each identified tab located along the left side of his/her screen.

### For example – Validate Data on the “Product Information” tab:

First, the RX Supplier must click on the “Product Information” tab on the left side of his/her screen. Secondly, while the “Product Information” tab is activated, he/she must now click on the “Validate Tab” button located in the middle of his/her screen to validate information/data pulled over via 1WorldSync.

**Important: The RX Supplier must complete this Validation process for ALL tabs shown to the left of his/her screen.**

If the validation is successful, per tab, the RX Supplier should see a message similar to this:

The screenshot shows the 'Edit Rx Item' interface. On the left, a sidebar lists tabs: 'Product Information' (checked), 'Generic Drug Products' (checked), and 'DSCSA Information' (checked). The main area is titled 'Product Information' and contains a 'Validate Tab' button (pink), 'Import HDA Form' (blue), 'Save' (purple), 'Submit' (green), and 'Cancel' (grey) buttons. Below these is a green message bar: 'All fields on this tab have passed validation'. An 'Introduction Type\*' dropdown menu is visible with 'New Item' selected.

If for any reason at all, field(s) on any tab fails validation (denoted by a **red error message**), the RX Supplier **must** provide all missing mandatory data/information for all required fields in order to move forward in his/her validation process. This rule applies across all tabs within BRx and Rx Item.

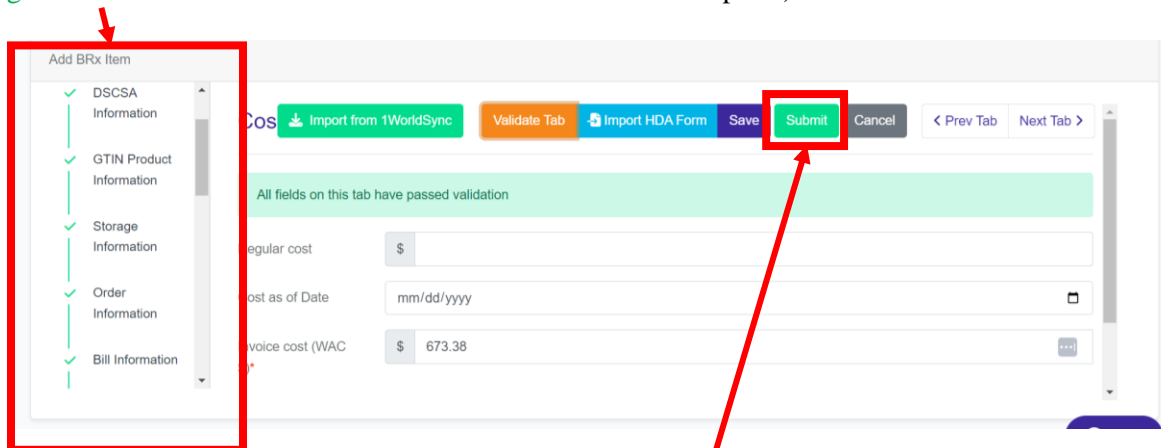
The screenshot shows the 'Add Rx Item' interface. On the left, a sidebar lists tabs: 'Product Information' (unchecked), 'Generic Drug Products' (checked), 'DSCSA Information' (unchecked), 'GTIN Product Information' (unchecked), and 'Storage' (unchecked). The main area is titled 'DSCSA Information' and contains an 'Import from 1WorldSync' button (green), 'Validate Tab' button (orange), 'Import HDA Form' (blue), 'Save' (purple), 'Submit' (green), and 'Cancel' (grey) buttons. Below these is a red message bar: 'There are errors on this tab. Please review the fields highlighted in red'. A 'Does Supplier meet DSCSA definition of a manufacturer?\*' dropdown menu is set to 'N'. Other fields include 'Global Location Number' and 'Storage'.

### Attachment documents/other uploaded files:

Please be prepared to provide all pertinent information wherein needed for each tab as you move through the Validation process for the Additional Information and Attachment sections of the New RX Item process (e.g. HDA Form(s), SDS Data Sheet(s), SDS Waiver(s), PR Registration Document, Label or

Photo of Product Package with Bar/Scan Code, Package Insert/Prescribing Information, Case Label, and/or uploads of other needed files)

A success validation for all tabs, whether BRx or GRx, should look similar to the screenshot below) (all green check marks in front of each Tab’s name/header description).



### 3.3 Submit BRx/GRx Item(s)

Once all tab validations have been successful (depicted by all green check marks, as shown above), the RX Supplier can now hit the “Submit” button. The RX Supplier should see a message indicating that they have successfully submitted a new Rx Item. This concludes the RX Supplier role for this process.