

# ✓ Bill-Only Implant and Consignment Orders Automation Checklist

## Phase 1: Planning

Hospitals should partner early with ERP vendors to prioritize order automation within their cloud migration strategy, but knowing where to begin can be tough. Take the first step with some practical recommendations from healthcare leaders.

### Step 1: Procurement

Establish baseline **purchase order metrics**.

#### WHY?

To measure the impact on order efficiency, cost savings and inventory management more accurately.



### Step 2: Quality Assurance

Document discrepancy rates **& other data points**.

#### WHY?

To identify areas of improvement, reduce errors, measure ROI and track effectiveness.

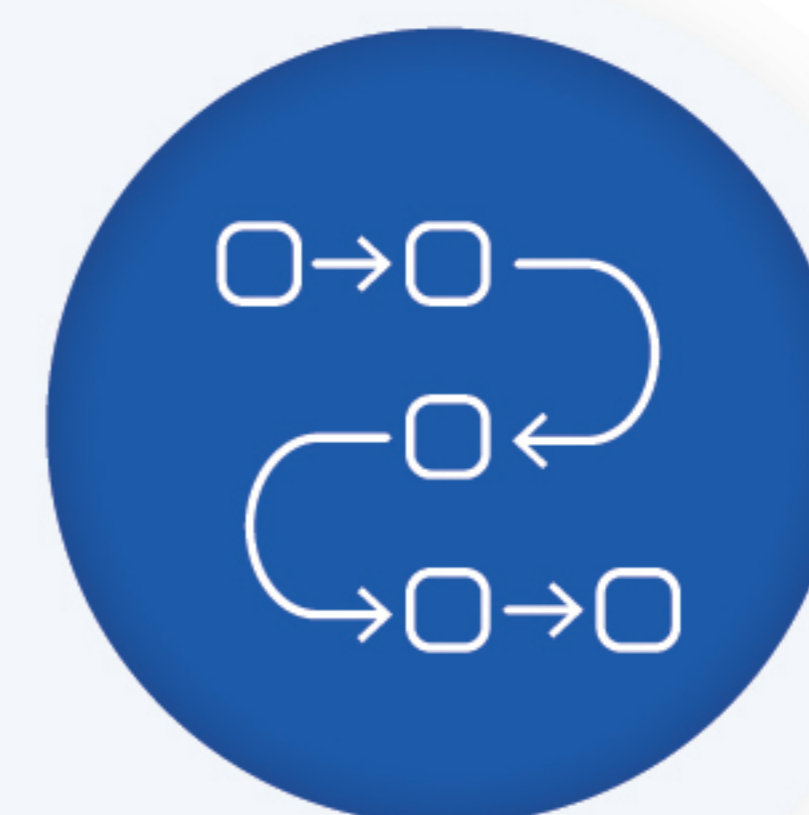


### Step 3: Supply Chain

**Document current-state process** for each purchase order subtype.

#### WHY?

To demonstrate the requirements and workflows associated with different order types.



### Step 4: Accounts Payable

**Document current-state process** for return documents.

#### WHY?

To establish the cost of and issues with current processes while identifying future opportunities.



» Download GHX's Bill-Only Implant and Consignment Order Automation Guide  
Get step-by-step guidance on the entire process, from inception to implementation, as developed by leading providers, suppliers and other healthcare organizations.





# Bill-Only Implant and Consignment Orders Automation Checklist

## Phase 2: Automation

Thorough planning ensures a seamless transition to automation while helping uphold patient care quality and regulatory requirements. Take the next step with some practical recommendations from healthcare leaders.

### Step 1:

#### Supply Chain / IT

**Review technical requirements** in the Implant Order Automation Guide.

#### WHY?

To align the automation system and process with industry standards and best practice.



### Step 2:

#### Supply Chain / IT / Finance

**Conduct a gap analysis** and identify disparities between current processes and desired goals.

#### WHY?

To create the foundations for optimal implementation at the execution phase.



### Step 3:

#### Supply Chain / IT / Finance

**Rank and prioritize tasks in the automation plan** based on the gap analysis.

#### WHY?

To ensure that critical tasks are addressed first, resources are allocated efficiently and the project progresses reliably.



### Step 4:

#### Human Resources

**Develop a change management and communication plan** that includes new standard operating procedures.

#### WHY?

Minimize disruption and staff resistance to change, provide clear guidance and maintain open communication with all.



» Download GHX's Bill-Only Implant and Consignment Order Automation Guide  
Get step-by-step guidance on the entire process, from inception to implementation, as developed by leading providers, suppliers and other healthcare organizations.



# ✓ Bill-Only Implant and Consignment Orders Automation Checklist

## Phase 3: Ramping Up

Implant order automation streamlines operations by reducing manual tasks, enhancing accuracy, and accelerating the procurement process. Make sure your hard work pays off with some practical recommendations from healthcare leaders.

### Step 1: Supply Chain / IT / Hospital Operations

**Implement** recommendations.

**WHY?**

Ensure that the automation process starts on a solid foundation, taking advantage of expertise.



### Step 2: Supply Chain

**Review** available certified trading partners.

**WHY?**

Ensure smooth communication and data exchange when automating implant orders.



### Step 3: Supply Chain / IT

**Have a preferences discussion** with trading partner.

**WHY?**

Identify and rectify potential issues to prevent any future workflow disruptions.



### Step 4: Materials Management / IT

**Test** in production with trading partner.

**WHY?**

Identify and rectify any issues or glitches before they affect day-to-day operations.



### Step 5: Supply Chain

**Repeat utilization process** with other capable trading partners.

**WHY?**

Promote scalability and create further efficiency gains.



» Download GHX's Bill-Only Implant and Consignment Order Automation Guide

Get step-by-step guidance on the entire process, from inception to implementation, as developed by leading providers, suppliers and other healthcare organizations.

