

Truzo 101: Configuring additional manufacturers

If your covered entity has an active Truzo account and you received a notice that a new manufacturer is using Truzo to support their 340B policy, follow these steps to configure the new manufacturer in your account.

Step 1: Add the pharmacy identifiers for the new manufacturer

- Select “Covered Entity Management” from the left-hand navigation and click on “Entity Info and Associations.”
- Select the appropriate tab: “Entity Owned Pharmacies,” “Contract Pharmacies,” or “Child Sites.”
- Click on “+ Add Pharmacy Identifiers” at the top of the screen.
- Select the pencil icon next to the pharmacy you want to edit.
- Enter the required fields, National Provider Identifier (NPI) and Health Industry Number (HIN). Adding Drug Enforcement Administration (DEA) information is optional but recommended. When finished, click “Save Changes.”
- Repeat until all identifiers are added and click “Finish Editing” at the bottom of the screen.

Step 2: Make pharmacy designations for the new manufacturer

- Select “Pharmacy Designations” from the left-hand navigation.
- Choose the appropriate manufacturer name. Review the selected manufacturer’s policy, as all designations must be made in accordance with policy requirements.
- Go to the “Eligible Pharmacies” tab and click “Edit Pharmacy Designation.”
- Make your designations in accordance with the selected manufacturer’s policy, choosing from the list of eligible contract pharmacies and entity-owned pharmacies.
- Once your selections are complete, click “Save Designations.”

New to Truzo? See [Truzo 101: Setting up your covered entity’s profile](#).

For a refresher on designating pharmacies, see [Truzo 101: Designating pharmacies](#).

Need help? Visit <https://gotruzo.com>, contact us at gotruzo.com/contact, or email us directly at truzo-support@modeln.com.