



## Instructions for completing the CardiacFOCUS Cardiac Rhythm Management Toolkit.

*Read all of the instructions before completing the toolkit*

\*Complete the opportunity and specialty worksheets as well as the pacemaker, ICD and CRT pricing sheets. The tabs are entitled Opportunity Worksheet-Pacemaker, Opportunity Worksheet-CRT-D, Specialty Worksheet-CRM, Pacemaker Pricing Sheet, ICD Pricing Sheet and CRT Pricing Sheet (see bottom tabs.)

\*Worksheets are protected except for those cells where you enter your data - all cells are formatted.

\*Do not **delete or add** any tabs in the workbook.

\*You do not need to complete pricing for every product. Complete product pricing for your **primary and secondary vendors** as defined on the specialty worksheet.

\* Do not attach matrix or capped pricing agreements - only data entered directly into the toolkits will be accepted. If you have a capitated program enter the individual pricing per item as defined on the signed agreement.

\* Do not provide list prices, unless that is what you are paying.

\* **Please enter rebated pricing or bulk buy pricing to reflect your actual paid prices.**

\* Enter prices for **exact** matches only - do not substitute components.

\* Contact your vendor rep to complete any missing prices - ask them to provide the price that you **would** pay for that item if you purchased the item.

\* Fax or e-mail (**preferred method**) the completed toolkit together (the three worksheets and the three Pricing Sheets) to your **Premier Region Director (RD) or Region Vice President (RVP)**.

*\* If you have a confidentiality agreement with a vendor please be sure that you are in compliance with that agreement before completing/forwarding this toolkit to us.*

If you have any questions, please contact David Schroeder at 704.733.5519 or E-mail at david\_schroeder@premierinc.com.

***This toolkit (version 5) is open to new data submissions as of October 1, 2005 and will be closed to new data submissions after March 31, 2006.***

***Version 6 will be open to new data submissions on May 1, 2006.***

***Your Final Report will be sent within 2 weeks of receipt of completed toolkit, provided we have a signed confidentiality agreement on file for your facility or health system [contact your RD for a copy of the Member Participation Agreement (MPA) form].***

Attachments included:

- Instructions
- Opportunity Worksheet-Pacemaker
- Opportunity Worksheet-CRT-D
- Specialty Worksheet-CRM
- Pacemaker Pricing Sheets
- ICD Pricing Sheets
- CRT Pricing Sheets