



Introduction to the G-Standaard Production Schedule for the year 2017

Z-Index releases a new G-Standaard update every month. Software houses integrate the G-Standaard updates in the information systems used by pharmacies, general practitioners, hospitals and health insurance companies. It is in the interests of all end users that all parties submitting information to the Z-Index (including 700 manufacturers) have a clear production schedule and stick to it strictly.

Z-Index has introduced a new Internet application for information providers. Providers who have not been transferred yet will receive a communication on the matter in due course.

- After logging in to the current application via the "Informatieveranciers" (Information providers) link, on the access rights page, you can enter new data and modifications using the "Goedkeuren mutaties" (Approve modifications) button.
- After logging in to the new application via the "G-Standaard Invoerloket" (G-Standaard Contact Point) or "G-Standaard Logic Invoerloket" (G-Standaard Logic Contact Point) links, on the access rights page, you can enter new data and modifications using the "Publiceren" (Publish) button.

Both options are described in this information leaflet.

The Internet application for information providers is not fully functional during 3 working days around the G-Standaard final production run. You can modify product packaging data but cannot approve or publish these modifications. In other words, during these timeouts, Z-Index does not take your modifications into account, which means they will not appear in the following G-Standaard update. For further information, please read the explanation of the production schedule.

Read the explanation of the production schedule carefully! If you still have any questions, please contact the Information and Data Management department (phone no.: +31(0)70-3737437; e-mail: info@z-index.nl).

G-Standaard (GS) production schedule for 2017

1	2	3	4	5	6	7
GS for month	Opening of "approve/publish modifications" online option at 17:00	Deadline for <u>new products</u> at 17:00	<u>Test</u> production run	Deadline for the "approve/publish modifications" online option at 17:00	<u>Final</u> production run	<u>Release</u> of update to GS download and GS Flex (on www.z-index.nl)
Jan 2017	Mon Nov 14	Tue Nov 29	Sat Dec 3	Wed Dec 7	Fri Dec 9	Tue Dec 13
Feb 2017	Mon Dec 12	Tue Jan 3	Sat Jan 7	Wed Jan 11	Fri Jan 13	Tue Jan 17
Mar 2017	Mon Jan 16	Tue Jan 31	Sat Feb 4	Wed Feb 8	Fri Feb 10	Tue Feb 14
Apr 2017	Mon Feb 13	Tue Mar 7	Sat Mar 11	Wed Mar 15	Fri Mar 17	Tue Mar 21
May 2017	Mon Mar 20	Tue Apr 4	Sat Apr 8	Wed Apr 12	Fri Apr 14	Wed Apr 19
Jun 2017	Tue Apr 18	Tue May 2	Sat May 6	Wed May 10	Fri May 12	Tue May 16
Jul 2017	Mon May 15	Tue Jun 6	Sat Jun 10	Wed Jun 14	Fri Jun 16	Tue Jun 20
Aug 2017	Mon Jun 19	Tue Jul 4	Sat Jul 8	Wed Jul 12	Fri Jul 14	Tue Jul 18
Sep 2017	Mon Jul 17	Tue Aug 1	Sat Aug 5	Wed Aug 9	Fri Aug 11	Tue Aug 15
Oct 2017	Mon Aug 14	Tue Sep 5	Sat Sep 9	Wed Sep 13	Fri Sep 15	Tue Sep 19
Nov 2017	Mon Sep 18	Tue Oct 3	Sat Oct 7	Wed Oct 11	Fri Oct 13	Tue Oct 17
Dec 2017	Mon Oct 16	Tue Oct 31	Sat Nov 4	Wed Nov 8	Fri Nov 10	Tue Nov 14
Jan 2018	Mon Nov 13	Tue Nov 28	Sat Dec 2	Wed Dec 6	Fri Dec 8	Tue Dec 12

Explanation of the 2017 G-Standaard Production Schedule

General

- There are five milestones in each monthly production cycle, represented by the data in columns 2, 3, 4, 5 and 6. Example: the milestones in the production process for the G-Standaard of February 2017 are December 12, 2016, and January 3, 7, 11 and 13, 2017.

Column 2/3: listing/delisting new product packagings

- New: a product packaging that has never been listed in the G-Standaard before.
- You can register new products only via the aforementioned Internet applications.
- Product packagings will only be included in the following G-Standaard if you have filled in all the mandatory fields. Attention: The pharmacy purchase price (and, where relevant, the recommended sales price) must be greater than zero.
- Manufacturers of medicinal products can speed up the approval process by submitting the extract of the CBG or EMEA registration dossier as soon as possible.
- Manufacturers of medical devices can speed up the approval process by submitting extra information as soon as possible: product characteristics, comparable products marketed by themselves or competitors, and the name of a contact person with content knowledge.
- Manufacturers of compounded drugs can speed up the approval process by submitting a patient information leaflet and/or a summary of product characteristics and/or a preparation protocol as soon as possible.
- Manufacturers of experimental drugs speed up the approval process by submitting a declaration from the Dutch IGZ (The Healthcare Inspectorate) that they are authorized to distribute their products in the Netherlands.
- If we deem the quality of the information provided to be unsatisfactory or the data are incomplete, we reserve the right not to include a product packaging in the G-Standaard (provisionally).

- If you wish to submit **more than 30 new product packagings** to the G-Standaard in a given month, please contact the I&DM department (070-3737437) by phone beforehand. Depending on available capacity, the submittal method and the product group(s) to which the new packagings belong, it may be impossible to process all of them in one go. Should this happen unexpectedly, the I&DM department will be happy to set new appointments with you.

Column 4: test production run objective

- For us, it is the first opportunity to control the G-Standaard.
- For the Ministry of Health, Welfare and Sports, it is the basis used to determine GVS limits.

Column 5: modifications

- Modification: changing a field or invalidating a product packaging that has already been included in the G-Standaard at least once. Therefore, changing data on a product packaging that has never been included in the G-Standaard before is not considered a modification.
- Modifications that can be entered via the Internet application may only be submitted by these means.
- There are two types of modifications:
 1. modification of a field regarding a product packaging. E.g.:
 - modification of a price (changing price x to price y, where x is greater than zero euros);
 - modification of the number of an own article; or
 2. invalidating a product packaging.

Column 5 (for a given month) and column 2 (for the following month)

- The "approve/publish modifications" online option is unavailable for 3 working days every month (from Wednesday at 17:00 to Monday at 17:00, not counting holidays). In other words, modifications can be made but not approved or published. N. B.: modifications that have not been approved yet are stored in the system!
- The aim of making the "approve/publish modifications" option temporarily unavailable is twofold:
 1. Preventing you from approving or publishing modifications during the period between the modification deadline and the final production run, as this could result in modifications being deliberately or inadvertently included in the G-Standaard update without Z-Index checking their quality.
 2. If, when controlling the final production run, it is found that the G-Standaard does not meet the quality standards, the final production run can be repeated on Monday morning without including deliberate or inadvertent modifications added after the modification deadline.

Column 7

- If you are subscribed to the G-Standaard download and/or the G-Standaard Flex, you can download the update to the G-Standaard from www.z-index.nl on the aforementioned date provided that Z-Index has approved the final production run, i.e. the new G-Standaard update. If this is unexpectedly not the case, it will be announced on www.z-index.nl.