



## Introduction to the G-Standaard Production Schedule for the year 2018

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.

The Internet application data entry web portal is not fully functional during 3 working days around the G-Standaard final production run. You can modify product packaging data but cannot 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](mailto:info@z-index.nl)).

### G-Standaard (GS) production schedule for 2018

1	2	3	4	5	6	7
GS for month	Opening of "publish" online option at 17:00	Deadline for <u>new products</u> at 17:00	<u>Test</u> production run	Deadline for the "publish modifications" online option at 17:00	<u>Final</u> production run	<u>Release</u> of update to GS download and GS Flex (on <a href="http://www.z-index.nl">www.z-index.nl</a> )
Jan 2018	Mon Nov 13	Tue Nov 28	Sat Dec 2	Wed Dec 6	Fri Dec 8	Tue Dec 12
Feb 2018	Mon Dec 11	Tue Jan 2	Sat Jan 6	Wed Jan 10	Fri Jan 12	Tue Jan 16
Mar 2018	Mon Jan 15	Tue Jan 30	Sat Feb 3	Wed Feb 7	Fri Feb 9	Tue Feb 13
Apr 2018	Mon Feb 12	Tue Mar 6	Sat Mar 10	Wed Mar 14	Fri Mar 16	Tue Mar 20
May 2018	Mon Mar 19	Tue Apr 3	Sat Apr 7	Wed Apr 11	Fri Apr 13	Tue Apr 17
Jun 2018	Mon Apr 16	Tue May 1	Sat May 5	Wed May 9	Fri May 11	Tue May 15
Jul 2018	Mon May 14	Tue Jun 5	Sat Jun 9	Wed Jun 13	Fri Jun 15	Tue Jun 19
Aug 2018	Mon Jun 18	Tue Jul 3	Sat Jul 7	Wed Jul 11	Fri Jul 13	Tue Jul 17
Sep 2018	Mon Jul 16	Tue Aug 7	Sat Aug 11	Wed Aug 15	Fri Aug 17	Tue Aug 21
Oct 2018	Mon Aug 20	Tue Sep 4	Sat Sep 8	Wed Sep 12	Fri Sep 14	Tue Sep 18
Nov 2018	Mon Sep 17	Tue Oct 2	Sat Oct 6	Wed Oct 10	Fri Oct 12	Tue Oct 16
Dec 2018	Mon Oct 15	Tue Oct 30	Sat Nov 3	Wed Nov 7	Fri Nov 9	Tue Nov 13
Jan 2019	Mon Nov 12	Tue Nov 27	Sat Dec 1	Wed Dec 5	Fri Dec 7	Tue Dec 11

## Explanation of the 2018 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 2018 are December 11, 2017, and January 2, 6, 10 and 12, 2018.

### 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 "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 published. N. B.: modifications that have not been published yet are stored in the system!
- The aim of making the "publish modifications" option temporarily unavailable is twofold:
  1. Preventing you from 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](http://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](http://www.z-index.nl).