

A quick guide to the **enhanced** McKesson SupplyManagerSM

Are you ready to get more out of your SupplyManager experience?

Exciting enhancements and new features on SupplyManager will help you get the most out of your online experience, offering greater efficiency and more information at your fingertips than ever before. Here's a quick look at what's new, as well as a helpful guide to navigating the enhanced SupplyManager interface.



Improved mobile-friendly layout

Access SupplyManager with a new layout designed to fit any screen size.



Redesigned homepage

Enjoy a more personalized experience and faster access to the features you use most, with fewer clicks.



Streamlined online returns

Make returns online easily and quickly so you and your team can get back to business.



Flexible payment features

Select from a range of payment options, including Autopay and payment plans. Manage settings when it's convenient for you.



Enhanced search capabilities

Locate information relevant to your account in fewer clicks and get back more time with patients.



Account selector

Quickly access prioritized patient information to help speed up workflow and increase productivity.

Join hundreds of thousands of users already enjoying an enhanced SupplyManager experience with updated features based on customer feedback.

What's different?

	Current SupplyManager	Enhanced SupplyManager
Login Page	mms.mckesson.com	No change
Switch Accounts	Upper right corner – click your Account Name to Switch Accounts	No change
Cart	Orange button in upper right corner of screen	Orange button in upper right corner of screen in blue bar
Reorder Guide	Essential Tasks → Reorder Guide OR Top Navigation Bar → Lists → Reorder Guide	Homepage → Previously Purchased OR Top Navigation Bar → Shop Products → Reorder Guide
Lists	Essential Tasks → My Lists OR Top Navigation Bar → Lists	Top of Homepage OR Top Navigation Bar → Shop Products → Lists
Saved Carts	Essential Tasks → Suspended Carts OR Top Navigation Bar → Orders → Resume Suspended Cart	Homepage → Saved Carts OR Top Navigation Bar → Orders → Saved Carts
Approvals	Essential Tasks → Approvals OR Top Navigation Bar → Orders → Pending Orders	Homepage → Notifications → Pending Approvals OR Top Navigation Bar → Orders → Approve Orders
Scheduled Orders	Essential Tasks → Scheduled Orders OR Top Navigation Bar → Orders → Scheduled Orders	Top of Homepage OR Top Navigation Bar → Orders → Scheduled Orders
Order Status	Essential Tasks → Check Order Status OR Top Navigation Bar → Orders → Check Order Status	Top Navigation Bar → Orders → Order Status
Returns	Essential Tasks → Create Return Request OR Top Navigation Bar → Orders → Create Return Request	Homepage → Notifications → Manage Returns
Invoices	Top Navigation Bar → Orders → Invoices OR Top Navigation Bar → Reports → View Invoice or Drill to Invoice	No change
Product Recalls	Customer Support → Product Recalls	Essential Tasks → Your Account → Resources → Product Recalls
Contact your Account Manager	Upper right side of screen (“Contact your Account Manager”)	Upper right corner in Top Navigation Bar (“Need Help?”)

Tabs and tips

Notifications	
Approve Orders	View orders pending approval
Manage Returns	Start a return with this link
My Backordered Items	View out-of-stock items on your orders
Next Scheduled Order	View your scheduled orders
Make a Payment	Make and view payments

Navigation bar across the top	
Shop Products	“Browse the Catalog,” “Lists,” “Reorder Guide,” “Advantage Club” and “Flu Pre-Book”
Orders	Approve orders and check your order status, invoices, scheduled orders, saved carts and return requests
Tools	View ScanManager, SpendManager and other tools
Reports	Access reports like usage, invoice detail and Safety Data Sheets
Resources	Find information on services, tools, business information and free webinars available from McKesson
Need Help	Use a quick way to send an email to your account manager, customer service, and our product and technical support teams
Under Your Name	Make a payment and see email notifications. If you are set up for order approval, you will see approval rules and can approve orders. (Depending on your permissions – you may also see user maintenance and other maintenance options)

Clicking on your account name will give you the “Switch Account” feature (you only see accounts you are attached to)

Clicking the McKesson logo will take you back to the homepage

In the search bar, remember to **make sure the drop down is searching under “All Products”**



Need help? We're here to answer your questions.

For support questions, call **800.422.0280**. You can also email us at SupplyManager@mckesson.com. For even more resources on the upcoming enhanced SupplyManager experience, including what's changing, new features and more, please visit mms.mckesson.com/resources/new-supplymanager-resources.