

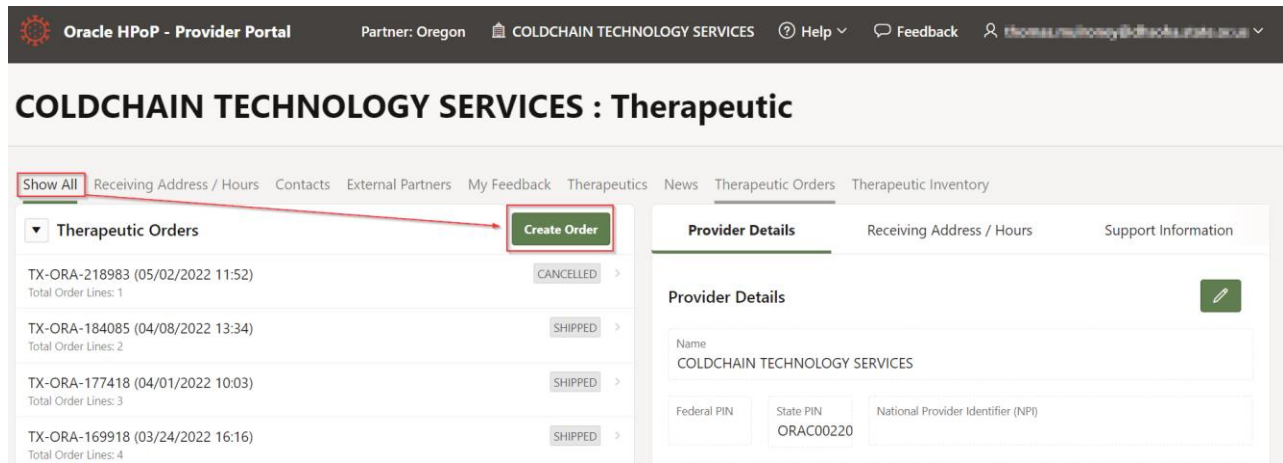


## HPoP Direct Ordering

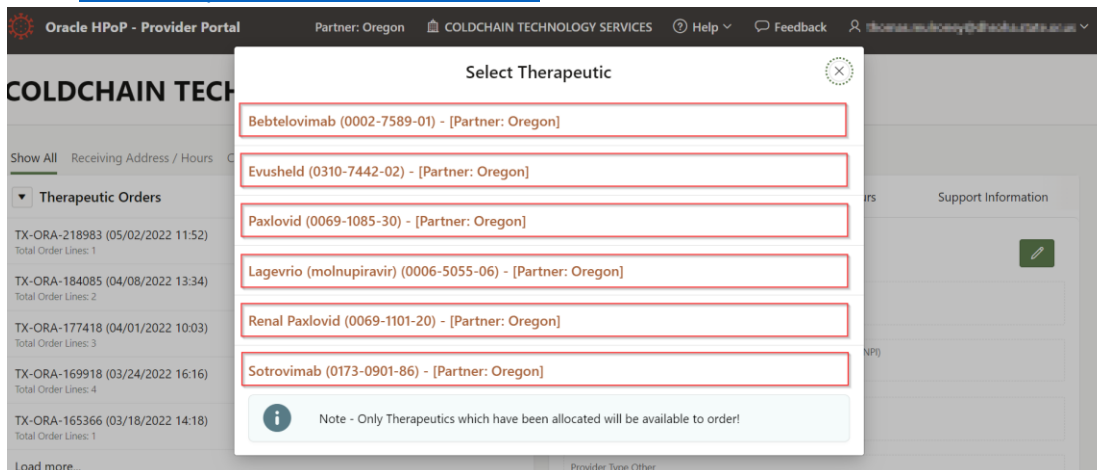
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### Creating Orders

- Under the Therapeutic Orders section, select the green “Create Order” button.



- Select a Therapeutic Product you wish to order
  - You can only select one at a time.
  - If you do not see the Therapeutic Product you wish to order please contact OHA at [OHA.therapeutics@dhsosha.state.or.us](mailto:OHA.therapeutics@dhsosha.state.or.us)



3. Select your desired order quantity

**Select Quantity** ✕

**Paxlovid (0069-1085-30)**  
**For the treatment of mild-to-moderate COVID-19 in certain adults and pediatric patients**

Minimum Shipping Units **1**                      Maximum Shipping Units **200**

Remaining Shipping Units **200**  
(Maximum - Submitted)

<

<b>1 Shipping Units</b> ( 20 courses )	<b>2 Shipping Units</b> ( 40 courses )
<b>3 Shipping Units</b> ( 60 courses )	<b>4 Shipping Units</b> ( 80 courses )
<b>5 Shipping Units</b> ( 100 courses )	<b>6 Shipping Units</b> ( 120 courses )

- a. If you wish to order more than 10 shipping units (cases) scroll down and click 'Next' to see the next set of shipping options.

**Select Quantity** ✕

**Paxlovid (0069-1085-30)**  
**For the treatment of mild-to-moderate COVID-19 in certain adults and pediatric patients**

Minimum Shipping Units **1**                      Maximum Shipping Units **200**

Remaining Shipping Units **200**  
(Maximum - Submitted)

<

<b>11 Shipping Units</b> ( 220 courses )	<b>12 Shipping Units</b> ( 240 courses )
<b>13 Shipping Units</b> ( 260 courses )	<b>14 Shipping Units</b> ( 280 courses )
<b>15 Shipping Units</b> ( 300 courses )	<b>16 Shipping Units</b> ( 320 courses )
<b>17 Shipping Units</b> ( 340 courses )	<b>18 Shipping Units</b> ( 360 courses )
<b>19 Shipping Units</b> ( 380 courses )	<b>20 Shipping Units</b> ( 400 courses )

◀ Previous 11 - 20 Next ▶

4. Review and confirm, then submit; or select "Add another therapeutic" and repeat until ready to hit submit.

### Review & Confirm

✕

Line No. ↑	Therapeutic	Generic Description	Quantity	
1	Paxlovid	For the treatment of mild-to-moderate COVID-19 in certain adults and pediatric patients	1 Shipping Units (20 Courses)	✕
2	Bebtelovimab		4 Shipping Units (20 Courses)	✕

Cancel

Add another therapeutic
Submit

5. When satisfied with the order request, select Submit. The requested order now appears under Therapeutic Orders along with the status

a. The number of individual therapeutic products ordered appear as the 'Total Order Lines:' figure

Show All Receiving Address / Hours Contacts External Partners My Feedback Therapeutics News Therapeutic Orders Therapeutic Inventory

▼ Therapeutic Orders

Create Order

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TX-ORA-220700 (05/02/2022 15:19)

Total Order Lines: 2

SUBMITTED

# View Past Orders

1. Navigate to the Therapeutics Orders Tab / Section
2. Orders are displayed with most recent on top

Oracle HPOp - Provider Portal Partner: Oregon

## COLDCHAIN TECHNOLOGY SERVICES : Therapeutic

Show All Receiving Address / Hours Contacts External Partners My Feedback Therapeutics News Therapeutic Orders Therapeutic Inventory

Therapeutic Orders

Create Order

Order Key

TX-ORA-220700 (05/02/2022 15:19)	SUBMITTED	Order TimeStamp
Total Order Lines: 2		Products Ordered
TX-ORA-218983 (05/02/2022 11:52)	CANCELLED	Order Status
Total Order Lines: 1		
TX-ORA-184085 (04/08/2022 13:34)	SHIPPED	
Total Order Lines: 2		

3. View order details by clicking the order line
  - a. Shipping information is only displayed for orders with status “Shipped”

Oracle HPOp - Provider Portal Partner: Oregon COLDCHAIN TECHNOLOGY SERVICES

### COLDCHAIN TECHNOLOGY SERVICES : Therapeutic

#### TX-ORA-184085

Order Details [PARTNER APPORTIONMENT]

Order # TX-ORA-184085 Ordered Date 04/08/2022 13:34

Facility COLDCHAIN TECHNOLOGY SERVICES Ordered By [Redacted]

Federal PIN State PIN ORAC00220 Status Shipped

Therapeutics

Line Number	Therapeutic	Threshold Partner	Product Trade Name (NDC)	Generic Description	Provider Requested	Partner Processed
1	Betelovimab	Oregon	Betelovimab (0002-7589-01)		Partner Apportionment	23 Shipping Units (115 courses)
2	Paxlovid	Oregon	Paxlovid (0069-1085-30)	For the treatment of mild-to-moderate COVID-19 in certain adults and pediatric patients	Partner Apportionment	51 Shipping Units (1020 courses)

Receiving Details

Receiving Address: [Redacted]

Primary Contact: [Redacted]

Receiving Hours:  
Mon 09:00 AM - 04:00 PM  
Tues 09:00 AM - 04:00 PM  
Wed 09:00 AM - 04:00 PM  
Thurs 09:00 AM - 04:00 PM  
Fri 09:00 AM - 04:00 PM

Shipping

Line Number	Order Label	Date Shipped	Date Delivered	Tracking Number
1	Betelovimab (0002-7589-01)	04/11/2022	04/12/2022	561397319930561397318642
2	Paxlovid (0069-1085-30)	04/11/2022	04/12/2022	561397333912561397333923

4. For more information on Order Statuses see the Therapeutics User Guide in HPOp (Appendix A > Order Status Codes)

Oracle HPOp - Provider Portal Partner: Oregon COLDCHAIN TECHNOLOGY SERVICES

### COLDCHAIN TECHNOLOGY SERVICES : Therapeutic

Show All Receiving Address / Hours Contacts External Partners My Feedback Therapeutics News Therapeutic Orders Therapeutic Inventory

Therapeutic Orders

Create Order

Provider Details Receiving Address / Hours Support Information

Help

- Documentation
- Provider Portal Overview
- Therapeutics User Guide

# Canceling & Amending Orders

## ORDERS CANNOT BE EDITED OR AMENDED AFTER SUBMISSION

If you need to make an edit or amendment, **communicate to the Central Partner** by using the **Feedback** function. Include the following Information:

- “\*Order Amendment\*”
- State PIN
- Order Key
- New Order Details (Therapeutic & Courses Requested)

