



We Deliver Dependability.



See the following Contract User Guide:  
HSP40: Medical Commodities

## Geriatric Medical COMMBUYS User Guide.

Geriatric Medical is New England’s largest independent distributor of medical and health supplies to various businesses, hospitals, and medical facilities in the region. When you choose Geriatric Medical, you are partnering with a progressive leader in the medical products distribution space. We have paired our almost 70 years of personalized, reliable service with the newest technology to guarantee that you will get the medical supplies you need, at the lowest price. In addition, we work around the clock, during multiple shifts, in order to provide our unmatched next or same day delivery service. At Geriatric Medical, we are not simply a medical supply delivery service but a vital link in the health care chain. Our employees embrace our vision and dedicate themselves to bringing you the highest level of value, products, and service, each and every day.

The screen shot below will walk you through the various Punch Out screens that you can use and will see during your shopping experience on our Geriatric Medical PunchOut site. Important: If you have never ordered with Geriatric Medical before, you will need to select the ‘01’ new account for your first order, from there we will assign you your own unique account number for future orders.

If there are additional questions, please feel free to give us a call directly at 781 305 3144.

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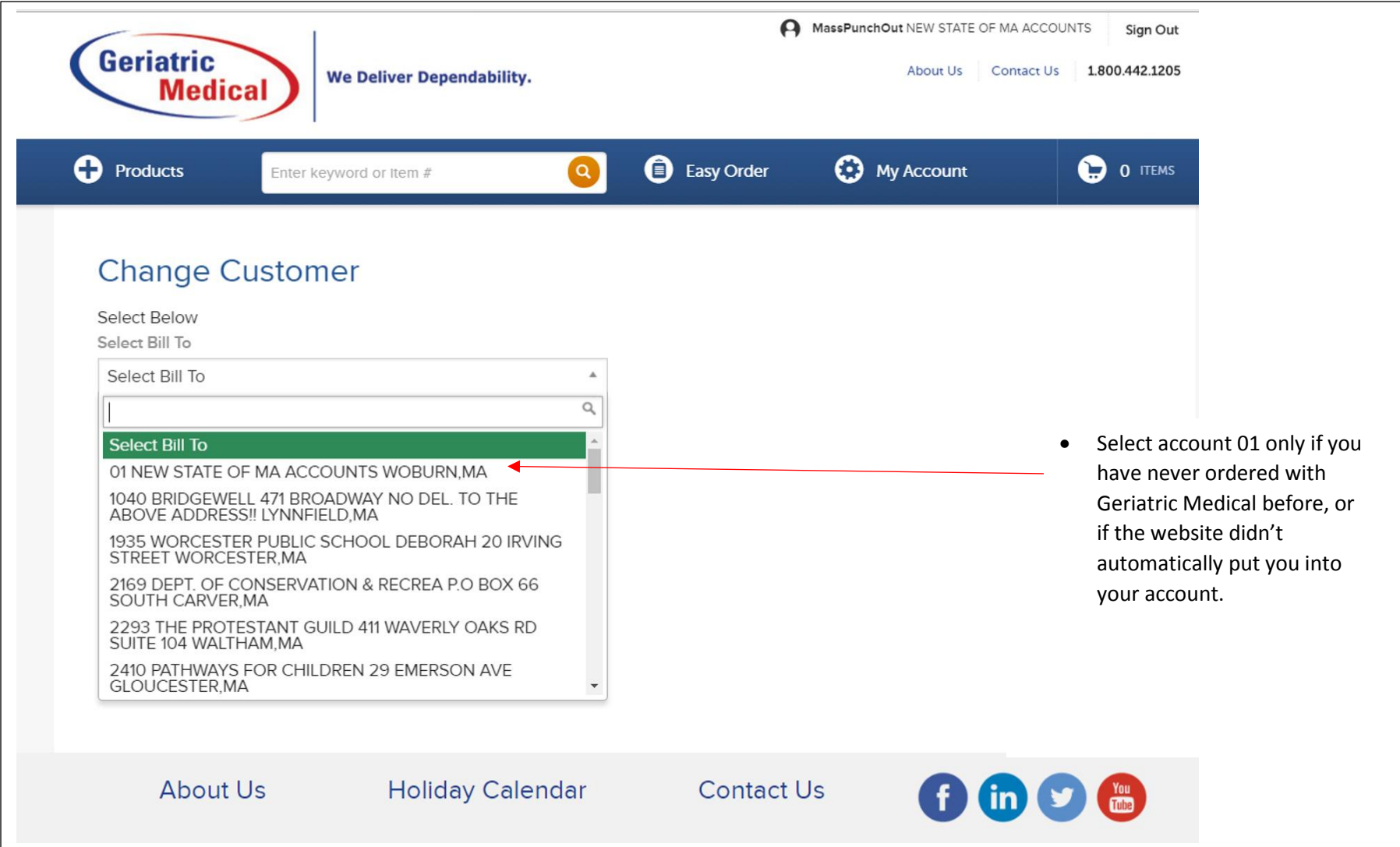
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## 1. Geriatric Medical PunchOut Home Landing Page – New Accounts



The screenshot shows the Geriatric Medical website interface. At the top left is the Geriatric Medical logo with the tagline "We Deliver Dependability." To the right, there is a user profile icon labeled "MassPunchOut NEW STATE OF MA ACCOUNTS" and a "Sign Out" link. Below this are links for "About Us", "Contact Us", and the phone number "1.800.442.1205".

The main navigation bar includes a "Products" link with a plus icon, a search bar with the placeholder "Enter keyword or Item #", an "Easy Order" link with a shopping cart icon, a "My Account" link with a gear icon, and a cart icon showing "0 ITEMS".

The central content area is titled "Change Customer" and contains the text "Select Below" and "Select Bill To". A dropdown menu is open, showing a search bar and a list of customer addresses. The first option, "01 NEW STATE OF MA ACCOUNTS WOBURN, MA", is highlighted in green. A red arrow points from a text box on the right to this option.

At the bottom of the page, there are links for "About Us", "Holiday Calendar", and "Contact Us", along with social media icons for Facebook, LinkedIn, Twitter, and YouTube.

- Select account 01 only if you have never ordered with Geriatric Medical before, or if the website didn't automatically put you into your account.

**When you land on the Geriatric Medical website, if it is your first time ordering with us, select the first ship too of '01' – New State of MA Accounts. You can place your order under this account for your first time, then we will assign you an account number and the next time you order, it will be automatically mapped and ready to go!**

# 1A. Geriatric Medical PunchOut Home Landing Page – Existing Accounts

The screenshot shows the Geriatric Medical website interface. At the top left is the logo and tagline "We Deliver Dependability." On the top right, there are links for "About Us", "Contact Us", and a phone number "1.800.442.1205". Below this is a dark blue navigation bar with a search bar, "Products" link, "Easy Order" link, and a shopping cart icon showing "0 ITEMS".

Below the navigation bar, there are two main sections:

- Allergy Season is HERE!**: A promotional banner for GeriCare allergy products. It features images of "GERI-CARE Allergy Relief" bottles and lists benefits: "24 Hour Relief of Indoor and outdoor Allergy Symptoms.", "Cost Savings Compared to Branded.", and "3 Fantastic Options from GeriCare." A "BUY NOW" button is at the bottom right.
- Easy Ways to Order**: A vertical menu with four options: "Purchase History RE-ORDER PAST ITEMS", "Formulary List PRE-APPROVED ITEMS", "Quick Order ORDER BY ITEM NUMBER", and "Order Forms USER-DEFINED ITEM LISTS".

Annotations with red arrows point from the "Easy Ways to Order" menu to a list on the right titled "Ways to Find Products/Order:" which includes "Searching", "Easy Ways To Order", and "Browsing Products". Another red arrow points from the search bar to the "Searching" item.

Below the "Allergy Season" banner is a "Featured Products" section with four product cards:

- ICE PACKS INSTANT 5X9 24/CASE (10-01)**: Includes "ON FORMULARY" and "ON PURCHASE HISTORY" icons.
- WIPES BLEACH PDI 6X10-1/2 75/T 12 TUB/CASE GOLD TOP**: P54072 MFG #: P54072, \$102.92 / CS.
- PILLOW PAW BARIATRIC SINGLE TREAD BLUE 48PAIR/CASE**: 1099A MFG #: 1099A, \$1.71 / PR.
- FLONASE SPRAY (60 SPRAYS) ALLERGY RELIEF**: 545467 MFG #: 545467, \$25.26.

A "Click To Chat" button is located at the bottom right of the featured products section.

From the home page, you can choose the above various ways to access our product catalog as well as place your order. By clicking on these menu options, you will be shown the following screens below.

## 2. Browsing Product Category

The screenshot shows the Geriatric Medical website interface. At the top, there is a navigation bar with the Geriatric Medical logo, the tagline "We Deliver Dependability.", and links for "About Us", "Contact Us", and a phone number "1.800.442.1205". A "Cancel PunchOut" button is also visible. Below the navigation bar is a dark blue header with a "Products" tab, a search bar, and an "Easy Order" button. The main content area features a grid of product categories: Compression Stockings & Sleeves, Diabetic, Diagnostic, Durable Medical Equipment, Fall Prevention, Gloves, Incontinence, Janitorial, Nutritional, Ostomy/Urostomy, OTC/Vitamins, Paper/Plastic Essentials, Personal Care/Sundries, Personal Protection/Infection Control, Plastic Nursing Care Essentials, Pressure Relief, Rehab/Orthopedic, Respiratory/Trach Care, Skin Care, Solutions/IV, Syringes/Needles/Sharps, Textiles, Urological, and Wound Care. Below the categories is a promotional banner for "Allergy Season is HERE!" featuring GeriCare products and a "BUY NOW" button. To the right of the banner is an "Easy Ways to Order" section with buttons for "Purchase History", "Formulary List", "Quick Order", and "Order Forms". At the bottom, there is a "Featured Products" section with images of various medical supplies and a "Click To Chat" button.

Browsing by Product- Selecting the products tab will bring down the master list of product categories. From here, you can select which category of product you are interested in purchasing.

### 3. Browsing By Utilizing the Search Feature

The screenshot shows the Geriatric Medical website interface. At the top, the logo and tagline "We Deliver Dependability." are visible. The navigation bar includes "Products", "Easy Order", and a shopping cart icon showing "0 ITEMS". A search bar contains the text "bath", and a dropdown menu displays the following search results:

- BATH BENCH BARIATRIC DELUXE 12029-1
- BATH SEAT DELUXE KD GREY RTL12202KDR
- BATH BENCH WITH BACK 70587
- BATH SEAT W/ BACK REST GREY 7921A-1
- AVEENO BATH TREATMENT 8/BX 53020
- BATH OIL ALOE GALLON 00235

Below the search results, there are sections for "Easy Ways to Order" (Purchase History, Formulary List, Quick Order, Order Forms) and "Featured Products" (Ice Packs Instant, Wipes Bleach PDI, Pillow Paw Bariatric Single, Flonase Spray).

Browsing by the 'Search' Feature- Just like you would with Google, you can click within the search bar, and type what you are looking for. In this example above, we start with the word 'bath'. Once you start typing, a list of products will display. Please note that only 10 items will display here. If you want to view a specific item, simply hover your mouse over that item and click. IF you want to see ALL of the results, simply click on the orange search button to the right of the search bar. You may search by description, item number, manufacturer item number, or by any keyword associated with the desired product.

#### 4. Ordering : Easy Order

Geriatric Medical | We Deliver Dependability. | Cancel PunchOut | About Us | Contact Us | 1.800.442.1205

Products | Enter keyword or item # | Easy Order | 0 ITEMS

Purchase History | Formulary List | Quick Order | Order Forms | Saved Carts

### Allergy Season is HERE!

- 24 Hour Relief of Indoor and outdoor Allergy Symptoms.
- Cost Savings Compared to Branded.
- 3 Fantastic Options from GeriCare.

**BUY NOW**

#### Easy Ways to Order

- Purchase History  
RE-ORDER PAST ITEMS
- Formulary List  
PRE-APPROVED ITEMS
- Quick Order  
ORDER BY ITEM NUMBER
- Order Forms  
USER-DEFINED ITEM LISTS

#### Featured Products

- ICE PACKS INSTANT 5X9 24/CASE
- WIPES BLEACH PDI 6X10-1/2 75/T
- PILLOW PAW BARIATRIC SINGLE
- FLONASE SPRAY (60 SPRAYS)

[Click To Chat](#)

From the 'Easy Order' tab, you can select 5 different options. Shop by Purchase History, Shop by Formulary list, Shop by Quick Order, Shop by Order Form, or you can access your saved carts. Let's dive into some more details on each.

- Purchase History
- Formulary List
- Quick Order
- Order Forms
- Saved cart

## 5. Ordering : Purchase History

The screenshot displays the Geriatric Medical website interface. At the top left is the logo for Geriatric Medical with the tagline "We Deliver Dependability." To the right, there are links for "About Us" and "Contact Us" along with the phone number "1.800.442.1205" and a "Cancel PunchOut" link. Below the header is a dark blue navigation bar containing a "Products" link with a plus icon, a search bar with the placeholder "Enter keyword or item #", an "Easy Order" link with a magnifying glass icon, and a shopping cart icon showing "0 ITEMS".

Below the navigation bar is a secondary menu with five tabs: "Purchase History" (highlighted in blue with a red arrow pointing to it), "Formulary List" (highlighted in green), "Quick Order", "Order Forms", and "Saved Carts".

The main content area features a promotional banner for "Allergy Season is HERE!" with images of GeriCare allergy medications and a "BUY NOW" button. To the right of the banner is a section titled "Easy Ways to Order" with four buttons: "Purchase History" (RE-ORDER PAST ITEMS), "Formulary List" (PRE-APPROVED ITEMS), "Quick Order" (ORDER BY ITEM NUMBER), and "Order Forms" (USER-DEFINED ITEM LISTS).

Below the banner and "Easy Ways to Order" section is a "Featured Products" section with four product cards: "ICE PACKS INSTANT 5X9 24/CASE", "WIPES BLEACH PDI 6X10-1/2 75/T", "PILLOW PAW BARIATRIC SINGLE", and "FLONASE SPRAY (60 SPRAYS)".

At the bottom right of the page is a "Click To Chat" button. The system clock in the bottom right corner shows "1:09 PM".

Click on the purchase history tab will bring up that purchase history list. Please note the purchase history and formulary lists have exactly the same features and functionalities, the only difference is that one list has items that you have purchased within the last 6 months, and the other list (formulary) has items that are on your contracted price list. We will get into details of how they may overlap.



## Purchase History Continued

Geriatric Medical - Nursing Home & Homecare Medical Supplier > My Account > Purchase History

### Purchase History

274/274 Products

ON FORMULARY + Add All to Order Form + ADD ITEMS TO ORDER FORM ADD ITEMS TO CART

Quick Filter Filter by Item #, MFR #, Brand or Keyword Clear Filters Show: Show All Items

Item #	MFG #	Brand	Description	Mo. Avg	QTY	UoM	Price
AD4	1155	Dynarex	A & D OINTMENT 4 OZ TUBE ONLY SOLD BY EACH (NAD4)	0 EA	<input type="text"/>	EA	\$0.85
10-8744	1150	Rensow	A & D OINTMENT PACKETS 144/BX 6 BOXES/CASE (1150)	4 BX	<input type="text"/>	BX	\$5.95
A7059	3501	Dynarex	ABD PAD ST 5 X 9 20/TRAY 20 TRAYS/CASE (3501) COMBINE	12 CS	<input type="text"/>	TR	\$1.39
622ACE	3664	Dynarex	ACE STYLE BANDAGE 4" 10/BX 5 BX/CS (3664)LATEX FREE	0 BX	<input type="text"/>	BX	\$4.20
623ACE	3666	Dynarex	ACE STYLE BANDAGE 6" 10/BX 5 BX/CS (3666)LATEX FREE	0 BX	<input type="text"/>	BX	\$6.00
129-16	Q101-16 GCP	Generic	ACETAMINOPHEN ELIXIR 16OZ 160M COMPARE TO TYLENOL PAIN RELIEF	0 BT	<input type="text"/>	BT	\$2.25

Click To Chat

**This page has quite a bit of information. The above however outlines some key features and functionalities:**

- A) The QTY field is where you enter the total number for the QTY that you desire.
- B) The UOM field is where you can change the Unit of Measure for each item. For example, it may be easier for you to order a product by a case rather than individual boxes. Simply click the drop down box, and select which UOM you require.
- C) This Search bar allows you to search down into the specific list you are on, it works the same as the master search bar for the site.
- D) This drop down will allow you to filter only items that are on your purchase history AS WELL as on your formulary (Green Icon)
- E) This Formulary list icon tells you which items you have purchase in the past, that are also on your formulary of contracted priced items.



## 6. Ordering : Formulary List

Geriatric Medical - Nursing Home & Homecare Medical Supplier > My Account > Formulary List

### Formulary List

477/477 Products

ON PURCHASE HISTORY + Add All to Order Form + ADD ITEMS TO ORDER FORM ADD ITEMS TO CART

Quick Filter Filter by Item #, MFR #, Brand or Keyword Clear Filters Show: Show All Items

Item #	MFG #	Brand	Description	Mo. Avg	QTY	UoM	Price
AD4	1155	Dynarex	A & D OINTMENT 4 OZ TUBE ONLY SOLD BY EACH (NAD4)	0 EA		EA	\$0.85
10.8744	1150	Rensow	A & D OINTMENT PACKETS 144/BX 6 BOXES/CASE (1150)	4 BX		BX	\$5.95
A7159	3511	Dynarex	ABD PAD NS 5 X 9 576/CASE (3511)	--		CS	\$33.50
A7059	3501	Dynarex	ABD PAD ST 5 X 9 20/TRAY 20 TRAYS/CASE (3501) COMBINE	12 CS		TR	\$1.39
8000-S	8000-S	New York Orthopedic	ABDOMINAL BINDER TAPERED 6" SMALL	--		EA	\$6.00
620ACE	3662	Dynarex	ACE STYLE BANDAGE 2" 10/BX 5 BX/CS (3662)LATEX FREE	--		BX	\$2.60
			ACE STYLE BANDAGE 3"			BX	

Click To Chat

1) Clicking on any of these headers will start a sort.

Just like the Purchase History Page above, the Shop by Formulary list page is the same. The only difference is that this page shows items that are on your contracted priced formulary, with a blue icon to indicate if you have purchased these items in the past or not. All of the other features and functionalities of this page are identical. We now will walk through what this page looks like when you start to enter QTY's and the order process. One other area that we didn't mention is that all of the headers for each section can be sorted. See figure 1) above.

## Formulary List Ordering Continued

www.suppliersolutions.com/geriatric/enc/PunchoutFrame.asp?URL=siteaccessParent.asp?accountID=22289

Geriatric Medical - Nursing Home & Homecare Medical Supplier > My Account > Formulary List

### Formulary List

477/477 Products

ON PURCHASE HISTORY + Add All to Order Form + ADD ITEMS TO ORDER FORM ADD ITEMS TO CART

Quick Filter Filter by Item #, MFR #, Brand or Keyword Clear Filters Show: Show All Items

Item #	MFG #	Brand	Description	Mo. Avg	QTY	UoM	Price
AD4	1155	Dynarex	A & D OINTMENT 4 OZ TUBE ONLY SOLD BY EACH (NAD4)	0 EA	1	EA	\$0.85
10-8744	1150	Rensow	A & D OINTMENT PACKETS 144/BX 6 BOXES/CASE (1150)	4 BX	1	BX	\$5.95
A7159	3511	Dynarex	ABD PAD NS 5 X 9 576/CASE (3511)	--	1	CS	\$33.50
A7059	3501	Dynarex	ABD PAD ST 5 X 9 20/TRAY 20 TRAYS/CASE (3501) COMBINE	12 CS	5	TR	\$1.39
8000-S	8000-S	New York Orthopedic	ABDOMINAL BINDER TAPERED 6" SMALL	--		EA	\$6.00
620ACE	3662	Dynarex	ACE STYLE BANDAGE 2" 10/BX 5 BX/CS (3662)LATEX FREE	--		BX	\$2.60
621ACE	3663	Dynarex	ACE STYLE BANDAGE 3" 10/BX 5 BX/CS (3663)LATEX FREE	--		BX	\$3.40
622ACE	3664	Dynarex	ACE STYLE BANDAGE 4" 10/BX 5 BX/CS (3664)LATEX FREE	0 BX	6	BX	\$4.20
623ACE	3666	Dynarex	ACE STYLE BANDAGE 6" 10/BX 5 BX/CS (3666)LATEX FREE	0 BX		BX	\$6.00
5135	2658	Dynarex	ACE STYLE BANDAGE VELCRO 2" 10/BX 5 BX/CS (2658)LATEX FREE	--		CS	\$31.00

Click To Chat

Adds ALL selected items to the cart.

Adds ONLY this selected highlighted item to the cart.

Like we saw earlier in this guide, when you enter QTY's into the spaces, they will become a highlighted blue to let you know that there are active QTY's listed. The important part here is to remember to change any UOM's that apply. Also, you will see a little orange shopping cart next to each individual item. If you click this cart, it will only add that specific item. If you want to add ALL items to the cart, simply click the 'ADD ITEMS TO CART' icon in orange above the list.

## Formulary List Ordering Continued - Searching

Geriatric Medical - Nursing Home & Homecare Medical Supplier > My Account > Formulary List

### Formulary List

8/477 Products

ON PURCHASE HISTORY + Add All to Order Form + ADD ITEMS TO ORDER FORM ADD ITEMS TO CART

Quick Filter: vitamin b Clear Filters Show: Show All Items

Item #	MFG #	Brand	Description	Mo. Avg	QTY	UoM	Price
700151	700153	Generic	VITAMIN B BALANCE-50 CAPS 100/	--		BT	\$3.37
851-01	851-01	Generic	VITAMIN B1 THIAMINE 100MG 100B	0	BT	BT	\$1.36
700435	700442	Generic	VITAMIN B12 1000MCG 130/BT	0	BT	BT	\$3.95
856-01	856-01-GCP	Generic	VITAMIN B12 100MCG 100/BT	0	BT	BT	\$1.11
033859	700078	Generic	VITAMIN B12 250MCG 130/BT	0	BT	BT	\$1.80
118810	700385	Generic	VITAMIN B12 500MCG 130/BT	3	BT	BT	\$2.28
854-01	854-01	Generic	VITAMIN B6 100MG 100/BT	0	BT	BT	\$1.46
853-01	853-01	Generic	VITAMIN B6 50MG 100/BT	--		BT	\$1.19

Print Labels Print List + ADD ITEMS TO ORDER FORM ADD ITEMS TO CART Click To Chat

Removes any active filter down. Notice the number of items displayed has changed.

Again, we spoke earlier about searching within ordering lists. Here we see a search example of 'Vitamin b' in the search bar, you will notice that only items that have this in their title will filter down. Another area to note is that once you add in a QTY and clear your search, the QTY you entered will still hold true.

## Formulary List Ordering Continued – Items Added to Cart

www.suppliersolutions.com/geriatric/enc/PunchoutFrame.asp?URL=siteaccessParent.asp?accountID=22289

out saving any of your selections.

Products  **Items Added!** Order **5 ITEMS**

Geriatric Medical - Nursing Home & Homecare Medical Supplier > My Account > Formulary List

### Formulary List

477/477 Products

ON PURCHASE HISTORY  + Add All to Order Form  + ADD ITEMS TO ORDER FORM  ADD ITEMS TO CART

Quick Filter  [Clear Filters](#) Show:

Item #	MFG #	Brand	Description	Mo. Avg	QTY	UoM	Price
AD4	1155	Dynarex	<b>A &amp; D OINTMENT 4 OZ TUBE</b> ONLY SOLD BY EACH (NAD4)	0 EA	<input type="text"/>	EA	\$0.85
10-8744	1150	Rensow	<b>A &amp; D OINTMENT PACKETS 144/BX</b> 6 BOXES/CASE (1150)	4 BX	<input type="text"/>	BX	\$5.95
A7159	3511	Dynarex	<b>ABD PAD NS 5 X 9 576/CASE</b> (3511)	--	<input type="text"/>	CS	\$33.50
A7059	3501	Dynarex	<b>ABD PAD ST 5 X 9 20/TRAY</b> 20 TRAYS/CASE (3501) COMBINE	12 CS	<input type="text"/>	TR	\$1.39
8000-S	8000-S	New York Orthopedic	<b>ABDOMINAL BINDER TAPERED 6"</b> SMALL	--	<input type="text"/>	EA	\$6.00
620ACE	3662	Dynarex	<b>ACE STYLE BANDAGE 2"</b> 10/BX 5 BX/CS (3662)LATEX FREE	--	<input type="text"/>	BX	\$2.60
621ACE	3663	Dynarex	<b>ACE STYLE BANDAGE 3"</b> 10/BX 5 BX/CS (3663)LATEX FREE	--	<input type="text"/>	BX	\$3.40
622ACE	3664	Dynarex	<b>ACE STYLE BANDAGE 4"</b> 10/BX 5 BX/CS (3664)LATEX FREE	0 BX	<input type="text"/>	BX	\$4.20

[Click To Chat](#)

The cart now has items loaded in it, and an Orange icon is displayed to let you know they have been added.

Once you click 'ADD ITEMS TO CART' you will be shown this orange 'ITEMS ADDED!' drop down, you will also notice the cart now has items loaded in it ready for checkout. Once you are ready to checkout, simply click on the cart in the upper right hand side.

## 7. Submitting PunchOut Order

The screenshot displays the Geriatric Medical website's Shopping Cart interface. At the top, the browser address bar shows the URL: [www.suppliersolutions.com/geriatric/enc/PunchoutFrame.asp?URL=siteaccessParent.asp?accountID=22289](http://www.suppliersolutions.com/geriatric/enc/PunchoutFrame.asp?URL=siteaccessParent.asp?accountID=22289). The Geriatric Medical logo and tagline "We Deliver Dependability." are on the left. On the right, there are links for "About Us", "Contact Us", and a phone number "1.800.442.1205". A "Cancel PunchOut" link is also present. Below the header is a dark blue navigation bar with a search bar, "Products" link, "Easy Order" link, and a cart icon showing "5 ITEMS".

The main content area is titled "Shopping Cart" and shows "5 Items". The items listed are:

- A & D OINTMENT 4 OZ TUBE** (ONLY SOLD BY EACH (NAD4))  
AD4 MFG #: 1155  
\$0.85 EA QTY: 1 \$0.85  
In Stock
- A & D OINTMENT PACKETS 144/BX** (6 BOXES/CASE (1150))  
10-8744 MFG #: 1150  
\$5.95 BX QTY: 1 \$5.95  
In Stock
- ABD PAD NS 5 X 9 576/CASE** (3511)

On the right side of the cart, there is a "Subtotal" of \$72.45 and three buttons: "CHECKOUT", "CANCEL PUNCHOUT", and "REMOVE ALL". A "CONTINUE SHOPPING" button is located at the bottom left of the cart area. A "Click To Chat" button is visible in the bottom right corner.

Once you have clicked on the cart icon, you will see this screen. From here, you can click the checkout button to submit your PunchOut order for approval and be sent back to COMMBUYS. You will also be able to cancel your order, or remove all items and start over again.

## 8. Other Ordering Options

The screenshot displays the Geriatric Medical website interface. At the top left is the Geriatric Medical logo with the tagline "We Deliver Dependability." To the right are links for "About Us", "Contact Us", and a phone number "1.800.442.1205". Below the header is a navigation bar with a "Products" search bar, an "Easy Order" button, and a shopping cart icon showing "0 ITEMS". A secondary navigation bar contains buttons for "Purchase History", "Formulary List", "Quick Order", "Order Forms", and "Saved Carts".

The main content area features a promotional banner for "Allergy Season is **HERE!**" with images of GeriCare products (GERI-CARE, GERI-DRYL, Allergy Relief) and a list of benefits:

- 24 Hour Relief of Indoor and outdoor Allergy Symptoms.
- Cost Savings Compared to Branded.
- 3 Fantastic Options from GeriCare.

A "BUY NOW" button is located at the bottom right of the banner. To the right of the banner is a section titled "Easy Ways to Order" with four buttons: "Purchase History (RE-ORDER PAST ITEMS)", "Formulary List (PRE-APPROVED ITEMS)", "Quick Order (ORDER BY ITEM NUMBER)", and "Order Forms (USER-DEFINED ITEM LISTS)".

Below this is a "Featured Products" section with four product cards:

- ICE PACKS INSTANT 5X9 24/CASE**: Image of an Instant Cold Pack.
- WIPES BLEACH PDI 6X10-1/2 75/T**: Image of a bleach wipe container.
- PILLOW PAW BARIATRIC SINGLE**: Image of a blue bariatric sock.
- FLONASE SPRAY (60 SPRAYS)**: Image of a Flonase nasal spray bottle.

A "Click To Chat" button is located in the bottom right corner of the page.

Ordering by Purchase History and Formulary Lists are the most common and recommended ways to order with Geriatric Medical. However, there are a few other options available if you desire. If you select 'Quick Order' or 'Order Forms' from the above, you can also place and create order forms from here. The quick order is ideal if you are entering items by item number from a piece of paper. You simply enter the item number, hit enter, and the item cascades below. Order forms are ideal if you wanted an additional way to break out products into various categories.

## Other Ordering Options- Quick Order

www.suppliersolutions.com/geriatric/enc/PunchoutFrame.asp?URL=siteaccessParent.asp?accountID=22289

out saving any of your selections.

**Geriatric Medical** We Deliver Dependability. [About Us](#) [Contact Us](#) 1.800.442.1205 [Cancel PunchOut](#)

**Products**  **Easy Order** **0 ITEMS**

Geriatric Medical - Nursing Home & Homecare Medical Supplier > Quick Order

### Quick Order

To add an item to your quick order form, search by keyword or item # then click on the item.

- VITAMIN B12 1000MCG 130/BT 700435
- VITAMIN B12 100MCG 100/BT 856-01
- VITAMIN B12 100MCG 130/BT 700443

ON FORMULARY  ON PURCHASE HISTORY

\$1.77

EA QTY: 1 \$1.77

12029-1 MFG #:12029-1

**BATH BENCH BARIATRIC DELUXE**  
W/CROSS FRAME BRACE

\$172.00

QTY: 1 \$172.00

**Total: \$173.77**

Click here to upload an order from Excel/CSV

Click on the specific item you want once it appears in the search dropdown.

As mentioned above, simply type in the item description or the item number, then click and select the item. Once you are satisfied, you can click 'ADD ALL TO CART & CHECK OUT'. We have additional functionality here where you can order from an excel spreadsheet. If you wish to use this functionality, simply click on the 'Upload an Order' Icon for a full list of directions.



## Other Ordering Options- Order Form

The screenshot shows the Geriatric Medical website interface. At the top, the URL is [www.suppliersolutions.com/geriatric/enc/PunchoutFrame.asp?URL=siteaccessParent.asp?accountID=22289](http://www.suppliersolutions.com/geriatric/enc/PunchoutFrame.asp?URL=siteaccessParent.asp?accountID=22289). Below the URL, there is a status message: "saving any of your selections." The Geriatric Medical logo is on the left, with the tagline "We Deliver Dependability." To the right, there are links for "About Us", "Contact Us", and a phone number "1.800.442.1205". A "Cancel PunchOut" link is also present. The main navigation bar includes a "Products" menu, a search bar with the placeholder "Enter keyword or item #", and an "Easy Order" button. A shopping cart icon shows "0 ITEMS". The breadcrumb trail reads: "Geriatric Medical - Nursing Home & Homecare Medical Supplier > My Account > Order Forms". The main heading is "Order Forms". Below this, there is a "Select List" dropdown menu currently set to "o2 concentrators". To the right of the dropdown is a blue button labeled "ADD SELECTED TO CART". The product being viewed is an "OXYGEN CONCENTRATOR 5 LITER PERFECTO 2V W/O2 SENSORS". The product image shows a white oxygen concentrator. The product details include the model number "IRC5PO2V", the manufacturer "MFG #: IRC5PO2V", and the price "\$443.00 / EA". To the right of the product details is a quantity selector labeled "QTY:" with an input field and an orange "ADD TO CART" button. Below the product details is another blue button labeled "ADD SELECTED TO CART". The footer contains several links: "About Us", "History", "Holiday Calendar", "Long Term Care Facilities", "Home Care DME", "Request A Quote", "Return Request", and "Contact Us". There are also social media icons for Facebook, LinkedIn, Twitter, and YouTube.

Order forms are good if you want to store specific category lists of items, or if multiple people may be using the account. This allows you to essentially create your own specific order form and add as many or as few products to the form as you need. Once you are satisfied, you will save and name the order form.

## 9. Submitting a Quote Functionality.

The screenshot shows a web browser window with the URL <https://www.suppliersolutions.com/geriatric/enc/PunchoutFrame.asp?URL=siteaccessParent.asp?accountID=22289>. The page displays four product listings, each with an 'ORDER' button:

- ICE PACKS INSTANT 5X9 24/CASE (10-01)**: \$6.75
- WIPES BLEACH PDI 6X10-1/2 75/T 12 TUB/CASE GOLD TOP**: \$102.92 / CS
- PILLOW PAW BARIATRIC SINGLE TREAD BLUE 48PAIR/CASE**: \$1.71 / PR
- FLONASE SPRAY (60 SPRAYS) ALLERGY RELIEF**: \$25.26

Below the products is a banner titled "Delivering the Brands you Trust" featuring logos for various medical and pharmaceutical brands such as Joerns, drive, First Quality, COVIDIEN, smith&nephew, SPAN America, GOJO, DermaRite, Calmoseptine, AME, Rrimed, WelchAllyn, Nestle, Coloplast, Abbott, Teleflex, Tranquility, PDI, Mason, DAKOL, Roche, SPAN America, Attends, ConvaTec, GANFIELD, GERI-CARE, AMSINO, SAALFELD, INVACARE, MILNYOKE HEALTH CARE, Hollister, RENSOV, Posey, BARD, smiths medical, BIONIX, Basic American Medical Products, Pasy-Nun Inc., SOUNDVIEW, RETRACTABLE TECHNOLOGIES, NUTRICIA, Lantiseptic, HARLOFF, SAGE, Skil-Care, DART, Putney, ZOLL, 3M, DETECTO, Thick-It, and Spenco.

The footer contains navigation links: About Us, History, Holiday Calendar, Long Term Care Facilities, Home Care DME, Request A Quote (highlighted with a red arrow), Return Request, and Contact Us. There are also social media icons for Facebook, LinkedIn, Twitter, and YouTube.

At the bottom of the footer, there is a newsletter subscription form with the text "Enter your email address to subscribe to our newsletter" and a "SUBSCRIBE" button. The copyright notice reads "Copyright © 2016 Geriatric Medical and Surgical Supply, Inc. All Rights Reserved."

From the home page – go to the bottom and select the request a quote link from the bottom footer.

Submitting Quote – Continued.

Geriatric Medical - Nursing Home & Homecare Medical Supplier > My Account > Request a Quote

## Request a Quote

**1754 ROYAL BRAINTREE NURSING&REHAB**

Ship To Address  
Select Ship To...

\* Required

Contact Name \*

Email Address \*

Description \*

Due Date

Details \*

Allowed characters left: 240

SEND

Once the info is filled out, click the send button. From here, a Geriatric Medical representative will be back in touch with you very shortly in regards to your request.

Once on the quote page, make sure you fill out the required fields above. Be sure to list out the item number and return email addresses so that we can get back to you very quickly. Someone will reach back out to you in regards to this quote likely in the same day. If it is easier, you can also submit a quote directly to us by sending an email to [jeffrey.goldstein@gerimed.com](mailto:jeffrey.goldstein@gerimed.com).

Quote Pricing Loaded – Continued.

The screenshot shows the Geriatric Medical website interface. At the top left is the logo and tagline "We Deliver Dependability." On the right, there are links for "About Us", "Contact Us", and a phone number "1.800.442.1205". Below this is a navigation bar with a search bar containing "Enter keyword or item #", an "Easy Order" button, and a shopping cart icon showing "0 ITEMS". The main content area displays the product "ALCOHOL GEL GELRITE 16OZ 12/CS" with a product image, a price of "\$1.77 / EA", and a status of "In Stock". A red arrow points from a text box on the right to the price. The text box contains the following text: "Verify the price submitted and negotiated is correct. Per the note below, it will take 1 business day from us loading in the accepted price for it to show on our site". Below the price, there are options to "ADD TO CART" and "ADD TO ORDER FORM". The footer contains various links like "About Us", "Long Term Care Facilities", "Return Request", and social media icons for Facebook, LinkedIn, Twitter, and YouTube.

Once you have requested a quote, you will be contact by Jeff Goldstein here at Geriatric Medical. He will then advise you if the quote is accepted, needs to be revised, or denied. At that time, once the price is determined, we will load in that new price into our PunchOut site, and you will be able to access via the next business day. To verify the price given, simply type in the item number of the product to the search bar, and then click on the item to view the correct price. If for some reason the price is not correct, please reach back out to Jeff so we can amend accordingly.