

McKesson Specialty Health Customer Center Financial Tools

For assistance with the McKesson Specialty Health Customer Center, call 800.863.6514, option 9

Your guide to using Customer Center Financial Tools

The McKesson Specialty Health Customer Center provides you with the financial tools you need to manage your Medicis account. This guide provides an overview of the Customer Center Financial Tools tab.

After reviewing the document you will know how to:

- Pay an invoice online
- View payment status of invoices
- View past invoices and credits
- View payment and invoice history

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Accessing Financial Tools

From the aesthetics.mckesson.com homepage click on the **Financial Tools** tab in the top navigation bar to see and execute financial transactions related to your Medicis account.

The screenshot displays the McKesson Specialty Health user interface. At the top, the logo and contact information are visible. The user is logged in as WEBUSER02, with links for 'Change Password' and 'Logout'. The 'Financial Tools' tab is selected in the navigation bar. A yellow warning banner indicates 'You have open orders.' Below this is a message center with a welcome message and a news section titled 'MCKESSON SPECIALTY AESTHETICS TERMS Extended Through December 31, 2016'. A table shows terms for different units purchased. The main content area features 'Your Recent Orders' and a detailed product list.

Tip: Click on the **Change Password** link to create your own personal password. Your User ID and password should remain confidential.

Units Purchased (syringes and vials)	Terms (in days)
25 and up	90
10 to 24	60
1* to 9	30

* Minimum order requirements apply

Order#	Order Date	ShipTo	Status
0100920131	Jun 26, 2012	0010047261	
0100920095	Jun 22, 2012	0010047261	open
0100920089	Jun 21, 2012	0010047261	open
0100920086	Jun 21, 2012	0010047261	open
0100920085	Jun 21, 2012	0010047261	open

Product	Description	NDC#	Unit price	Unit	Availabil...	Qty	Actions
5002001	Restylane 2.0ml pfs 1/ea	99207-0999-20	432.00	EA	✓	<input type="text"/>	Actions
5002003	Restylane 1.0ml-L pfs 1/ea	99207-0997-10	240.00	EA	✓	<input type="text"/>	Actions
5002000	Restylane 1.0ml pfs 1/ea	99207-0999-10	240.00	EA	✓	<input type="text"/>	Actions
5002002	Restylane 0.5ml-L pfs 1/ea	99207-0997-05	155.00	EA	✓	<input type="text"/>	Actions
5001988	Restylane 0.4ml pfs 1/ea	99207-0999-04	151.00	EA	✓	<input type="text"/>	Actions
5001979	Perlane 1.0ml-L pfs 1/ea	99207-0996-10	265.00	EA	✓	<input type="text"/>	Actions
5001978	Perlane 1.0ml pfs 1/ea	99207-0998-10	265.00	EA	✓	<input type="text"/>	Actions

Page 1 of 1 | Show All Products | Displaying 1 - 8 of 8

Select your account. If you have access to more than one site, you can select the appropriate site from the **Switch Account** page.

The screenshot shows the McKesson Specialty Health user interface. At the top left is the logo and the text "Call 1.800.863.6514". At the top right, it says "Welcome, WEBUSER02" with links for "Change Password" and "Logout". Below this are navigation tabs for "Order Center", "Financial Tools", and "Resources". A secondary navigation bar contains links for "Account Balances", "Credits", "View Payments", "Pay Bills", "Paid Bills", and "Switch Account". The main content area displays a message: "You have successfully logged on. Select your account." Below this message is a list of accounts under the heading "Your account with us". The list includes several entries, each with a unique ID and a name. The entry "0010047261 :ABC Spa" is highlighted with an orange box, and a callout box with the text "Select the account." points to it.

McKesson
Specialty Health

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Order Center | **Financial Tools** | **Resources**

[Account Balances](#) | [Credits](#) | [View Payments](#) | [Pay Bills](#) | [Paid Bills](#) | [Switch Account](#)

You have successfully logged on. Select your account.

Your account with us

- [0000002266 :ILLINOIS CANCER CARE PC - CALIFORN](#)
- [1000074275 :MAKE YOU PRETTY SPA](#)
- [0010045527 :OREGON BEAUTY CENTER](#)
- [0010045528 :FLORIDA AESTHETICS INC](#)
- [0010045529 :XYZ SPA FLORIDA](#)
- [0010045535 :SKIN AND CANCER CENTER](#)
- [0010045536 :DERMASHOP LLC](#)
- [0010045560 :SMILE CORPORATION](#)
- [0010047260 :WEST VIRGINIA MEDICAL SPA](#)
- 0010047261 :ABC Spa**
- [0010047264 :PRIMARY CARE CENTER](#)
- [0010047303 :LOOK 20 FOREVER](#)
- [0010047311 :JOHN DOE MD](#)

Select the account.

Account Balances

The **Account Balances** page displays all invoices, payments, and credits.

To see the detail of account balances, simply click the link for the invoices, payments and credits or accumulated balance you would like to view.

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Account Balances | Credits | View Payments | Pay Bills | Paid Bills | Switch Account

Balances 0010047261 :ABC Spa

To see the items for a particular period, click on the corresponding amount.

Year : 2011

Month	Invoices	Payments & Credits	Accumulated Balance	Statement Balance
-> 2011			USD 0.00	
01/2011	USD 0.00	USD 0.00	USD 0.00	USD 0.00
02/2011	USD 0.00	USD 0.00	USD 0.00	USD 0.00
03/2011	USD 0.00	USD 0.00	USD 0.00	USD 0.00
04/2011	USD 0.00	USD 0.00	USD 0.00	USD 0.00
05/2011	USD 0.00	USD 0.00	USD 0.00	USD 0.00
06/2011	USD 0.00	USD 0.00	USD 0.00	USD 0.00
07/2011	USD 6,526.74	USD 1,781.84	USD 4,744.90	USD 4,744.90
08/2011	USD 3,179.16	USD 7,924.06	(USD 4,744.90)	USD 0.00
09/2011	USD 4,353.19		USD 3,452.65	USD 3,452.65
10/2011	USD 0.00		USD 0.00	USD 3,452.65
11/2011	USD 0.00		USD 0.00	USD 3,452.65
12/2011	USD 0.00		USD 0.00	USD 3,452.65
Total	USD 14,059.09	USD 10,606.44	USD 3,452.65	

[Print](#) [Excel](#)

To see the detail of any invoice, credit, or payment, click on the document to display the .pdf format.

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Invoice Details **0010047261 :ABC Spa**

Line items 2011: Jul - Invoices

Transaction Type	Sold To Site	Due	Clearing Date	Reference	Reference Date	Amount	Action
0300985584 - Invoice - Jul 28, 2011	10047261	Jul 28, 2011	Aug 11, 2011	0300985584	Jul 28, 2011	USD 2,564.55	
0300985585 - Invoice - Jul 28, 2011	10047261	Jul 28, 2011	Aug 11, 2011	0300985585	Jul 28, 2011	USD 1,857.09	
0300985579 - Invoice - Jul 25, 2011	10047261	Sep 23, 2011	Jul 25, 2011	0300985579	Jul 25, 2011	USD 1,050.14	
0300985520 - Invoice - Jul 7, 2011	10047261	Jul 7, 2011	Aug 11, 2011	0300985520	Jul 7, 2011	USD 1,026.39	
0300985540 - Invoice - Jul 13, 2011	10047261	Jul 13, 2011	Jul 13, 2011	0300985540	Jul 13, 2011	USD 28.00	
0300985540 - Invoice - Jul 13, 2011	10047261	Jul 13, 2011	Jul 13, 2011	0300985540	Jul 13, 2011	USD 0.57	
Balance: USD 6,526.74							

[Print](#) | [Excel](#)

[Back](#)

Click on the .pdf icon to view the invoice in .pdf format.

Credits

To see a list of available credits click the **Credits** sub-menu in the blue navigation bar. The **Credits** page gives you a brief description of the credit. To find out more information or view the credit, click the **credit description** link to see more detail regarding the credit memo.

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List of Available Credits

0010047261 :ABC Spa

Credit	Valid from	Credit Amount	Available	Action
Credit memo 0300986221 of 15.02.2012	Feb 15, 2012	USD 480.00	USD 480.00	
Credit memo 0300986219 of 01.03.2012	Mar 1, 2012	USD 50.00	USD 50.00	
Total			USD 530.00	

Click on the link to view the credit memo details.

Displayed are the credit memo details such as the product description, reference document, net price and gross price.

McKesson Specialty Care Distribution94-3051871 / 401 Mason Road / La Vergne TN 37086

Recipient:
ABC Spa
ABC Spa LLC
JOHN SMITH MD
100 Market Street
SAN FRANCISCO CA 94104

Date:
Feb 15, 2012
Total Price Net:
USD 480.00
Taxes:
USD 0.00
Total Gross Price:
USD 480.00

Bill: 0300986221 - Reference: 0300986221

Item	Product Number	Quantity	Unit	Product Description	Reference Document/Item	Net Price	Gross Price
000010	000000000005002000	2.000	EA	Restylane 1.0ml pfs 1/ea	0600031011 / 000010	USD 480.00	USD 480.00

Terms of payment: Net 30

Print Close

Click the **Print** button to print the credit memo.

Company / street / zip-Code city
court register number, Tax-code.: bank account number.: bank code.:

You can also click  to print the credit memo document.

Payments

To view a list of payments click the **View Payments** sub-menu in the navigation bar.

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List of Payments 0010047261 :ABC Spa

To display the list of payments, select the appropriate search criteria:

Status: Payment Method: Period:

Payment Details

Payments	Used On	Payment Amount	Payment Method	Action
Payment of 13.07.2011	Jul 13, 2011	USD 28.57	Credit Card VISA/****000J	
Payment *****6306 of 25.07.2011	Jul 25, 2011	USD 1,030.75	Other Payments/Settlements	
Payment *****6307 of 11.08.2011	Aug 11, 2011	USD 4,643.87	Other Payments/Settlements	
Payment *****6308 of 11.08.2011	Aug 11, 2011	USD 2,137.45	Other Payments/Settlements	

You can also download this document to Excel.

Click the link to view the payment details.

You can see more information about the payment by clicking on the **Payment Amount** link.

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Account Balances | Credits | **View Payments** | Pay Bills | Paid Bills | Switch Account

List of Bills Paid with One Payment 0010047261 :ABC Spa

Bill information for the following payment:

Payments	Paid On	Payment Amount
Payment *****6308 of 11.08.2011	Aug 11, 2011	USD 2,137.45

You have used the following credits for the payment:

Credit	Used On	Credit Amount	Used
Credit memo 0300985597 of 02.08.2011	Aug 11, 2011	USD 983.01	USD 983.01

The following bills were paid with this payment:

Invoice	Due On	Scheduled Date	Billed Amount	Paid with this Payment
Invoice 0300985598 of 02.08.2011	Aug 1, 2011	NA	USD 1,050.14 (USD 19.39)	USD 1,030.75
Invoice 0300985596 of 02.08.2011	Aug 1, 2011	NA	USD 1,001.50 (USD 18.49)	USD 983.01
Invoice 0300985605 of 05.08.2011	Aug 4, 2011	NA	USD 1,127.52 (USD 20.82)	USD 1,106.70

Click the Back button to return to the List of Payments screen.

Pay Bills

To make an online payment click the **Pay Bills** sub-menu on the navigation bar. Only orders that were placed as “Bill to my account” can be paid online. Orders that were charged to a credit card on file at the time the order was placed will not be listed on this page.

For orders that were billed to an account, you will have 2 payment options. You can select a direct debit account or you can mail/fax in a check payment. You will not have the option to pay the bill via a credit card. Once the payment is made, a payment confirmation screen will appear which can be printed for your records.

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List of Open Invoices 001004726

Days Past Due:	0 days	1-7	8-14	15-21	22-30	31-90	more than 90
Amounts:	USD 1,469.39	USD 1,434.69	USD 0.00	USD 0.00	USD 0.00	USD 0.00	USD 550.58

Select Invoices you want to pay:

Invoice	Due	Days Past Due	Sold To Site	Billed Amount	Open	Payment A
<input checked="" type="checkbox"/> Invoice 0300985706 of 07.09.2011	Sep 7, 2011	180	10047261	USD 550.58	USD 550.58	550.58
<input type="checkbox"/> Invoice 0300986222 of 01.03.2012	Mar 1, 2012	4	10047261	USD 510.20	USD 510.20	
<input type="checkbox"/> Invoice 0300986220 of 01.02.2012	Mar 2, 2012	3	10047261	USD 924.49	USD 924.49	
<input type="checkbox"/> Invoice 0300986223 of 01.03.2012/29.39 USD Discnt to 31.03.2012	Mar 31, 2012	0	10047261	USD 1,469.39	USD 1,440.00	

Select credits you want to apply:

Credit	Valid from	Sold To Site	Credit Amount	Available	Payment A
<input type="checkbox"/> Credit memo 0300986221 of 15.02.2012	Feb 15, 2012	10047261	(USD 480.00)	(USD 480.00)	
<input checked="" type="checkbox"/> Credit memo 0300986219 of 01.03.2012	Mar 1, 2012	10047261	(USD 50.00)	(USD 50.00)	-50.00

Payment options
 Pay Invoices on their due date.

Note**:If you select a past due invoice for payment,the payment for that invoice will be processed today.

Select Bank Account:

Net Payment Amount

Your account will not be deb

- Select the check boxes for any invoices you want to pay and credit memos you would like to apply. Note: the highlighted invoices are past due.
- Use the dropdown box to select the appropriate bank account. You may choose to pay invoices on their due date or select a specific date for any statements that are not past due. Note: If any invoices are past due you will only have the option to Pay Invoices on their due date.
- Click . The **Payment Preview** screen will appear.

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List of Invoices Selected for Payment 0010047261 :ABC

Review selected invoices below. To submit payment for these invoices, click the button marked 'Pay Bill'.


You scheduled to pay the following invoice(s) on their due date(s).
Note: If your payment includes a past due invoice, the payment for that invoice will be processed today.

Invoice	Due On	Billed Amount	Open	Payment Amount
Invoice 0300985706 of 07.09.2011	Sep 7, 2011	USD 550.58	USD 550.58	USD 550.58
Credit memo 0300986219 of 01.03.2012	Mar 1, 2012	(USD 50.00	(USD 50.00	(USD 50.00
Bill Total			USD 550.58	USD 550.58
			Credits	(USD 50.00
			Net Payment Amount	USD 500.58

Back Pay Bill

Net Payment Amount will be debited to Account *****1100 Bank Of America

Click the **Pay Bill** button to make the payment or click the **Back** button to return to the list of open invoices screen.

- Once you are comfortable with the payment details, select .

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Account Balances | Credits | View Payments | **Pay Bills** | Paid Bills | Switch Account

Confirmation of payment 0010047261 :ABC Spa

You have paid the bills listed. We are debiting your bank account Account *****1100 Bank Of America by: USD 500.58
Today's Date: Mar 5, 2012 10:27 Pacific Standard Time
The invoices selected will be cleared on their Due Date.
Note: If your payment includes a past due invoice, that invoice will be cleared today.
The payment will be debited the next business day.

To access the open bills, click on **Back to Bill List**.

Invoice	Due On	Billed Amount	Open	Payment Amount
Invoice 0300985706 of 07.09.2011	Sep 7, 2011	USD 550.58	USD 550.58	USD 550.58
Credit memo 0300986219 of 01.03.2012	Mar 1, 2012	(USD 50.00	(USD 50.00	(USD 50.00
Total			USD 550.58	USD 550.58
			Credits	(USD 50.00
			Net Payment Amount	USD 500.58

Back to Bill List Print

Click the **Print** button to print the confirmation information or click the **Back to Bill List** button to return to the list.

Displayed is the confirmation of payment information.

- A **Confirmation of payment** screen will appear. You can print the payment confirmation for your records.

Paid Bills

You may view the history of processed payments by clicking the **Paid Bills** sub-menu.

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Account Balances | Credits | View Payments | Pay Bills | **Paid Bills** | Switch Account

List of Invoices Paid or Payment Arranged 0010047261 :ABC Spa

To display paid bills, select the appropriate search criteria:

Status: In Process | Period: Last 12 Months | Find

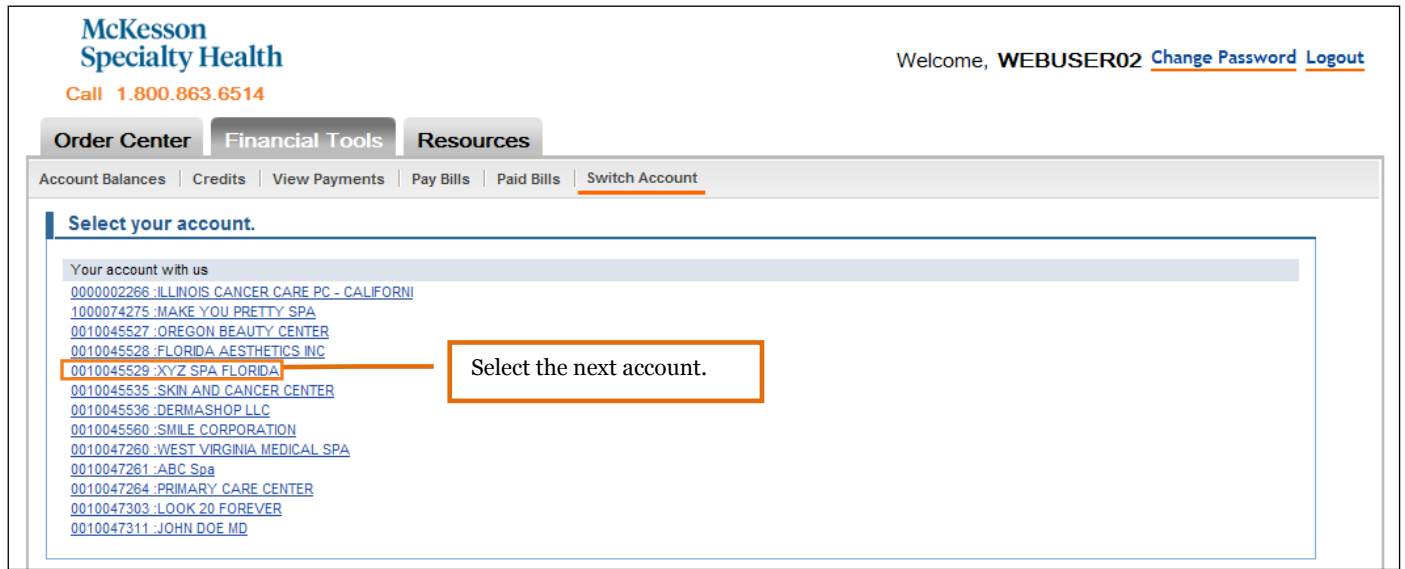
Paid Bill	Due	Scheduled Date	Billed Amount	Arranged	Status	Payment Method	Action
Invoice 0300985706 of 07.09.2011	Sep 7, 2011	NA	USD 550.58	USD 550.58	Web Payment Arranged	Bank Collectn Account 2431441100 Bank Of America	
Credit memo 0300986219 of 01.03.2012	Sep 7, 2011	NA	(USD 50.00)	(USD 50.00)	Web Payment Arranged	Bank Collectn Account 2431441100 Bank Of America	
Invoice 0300985708 of 07.09.2011/31.43 USD Discnt to 06.11.2011	Nov 6, 2011	NA	USD 1,702.33	USD 1,702.33	Web Payment Arranged	Bank Collectn Account 2431441100 Bank Of America	
Invoice 0300985709 of 07.09.2011/19.39 USD Discnt to 06.11.2011	Nov 6, 2011	NA	USD 1,050.14	USD 1,050.14	Web Payment Arranged	Bank Collectn Account 2431441100 Bank Of America	
Credit memo 0300985710 of 07.09.2011	Nov 6, 2011	NA	USD 287.52	USD 287.52	Web Payment Arranged	Bank Collectn Account 2431441100 Bank Of America	
Credit memo 0300985711 of 07.09.2011	Nov 6, 2011	NA	(USD 287.52)	(USD 287.52)	Web Payment Arranged	Bank Collectn Account 2431441100 Bank Of America	
Credit memo 0300985712 of 07.09.2011	Nov 6, 2011	NA	(USD 325.50)	(USD 325.50)	Web Payment Arranged	Bank Collectn Account 2431441100 Bank Of America	
Invoice 0300985713 of 07.09.2011 to 06.11.2011	Nov 6, 2011	NA	USD 1,050.14	USD 1,050.14	Web Payment Arranged	Bank Collectn Account 2431441100 Bank Of America	

[Download](#)

- For more details about the payment, click the **Invoice** link.
- From this screen, you can also cancel a payment or view the electronic copy of the printed invoice by clicking on the .pdf icon.
- To download the information to Excel, click [Download](#) and follow the onscreen instructions.

Switch Accounts

To view the Financial Tools for another account, select the **Switch Account** sub-menu and select the account you would like to view.



The screenshot shows the McKesson Specialty Health web portal. At the top left is the logo and the phone number 1.800.863.6514. At the top right, it says "Welcome, WEBUSER02" with links for "Change Password" and "Logout". Below this are three main navigation tabs: "Order Center", "Financial Tools", and "Resources". Under "Financial Tools", there is a sub-menu with options: "Account Balances", "Credits", "View Payments", "Pay Bills", "Paid Bills", and "Switch Account". The "Switch Account" option is highlighted with an orange underline. Below the sub-menu, there is a section titled "Select your account." containing a list of accounts. The account "0010045529 -XYZ SPA FLORIDA" is highlighted with an orange box. A callout box with an orange border points to this account and contains the text "Select the next account." The list of accounts includes: "0000022266 -ILLINOIS CANCER CARE PC - CALIFORNI", "1000074275 -MAKE YOU PRETTY SPA", "0010045527 -OREGON BEAUTY CENTER", "0010045528 -FLORIDA AESTHETICS INC", "0010045529 -XYZ SPA FLORIDA", "0010045535 -SKIN AND CANCER CENTER", "0010045536 -DERMASHOP LLC", "0010045560 -SMILE CORPORATION", "0010047260 -WEST VIRGINIA MEDICAL SPA", "0010047261 -ABC Spa", "0010047264 -PRIMARY CARE CENTER", "0010047303 -LOOK 20 FOREVER", and "0010047311 -JOHN DOE MD".

Technical Support

If you have trouble with the Customer Center or need assistance, please contact Customer Support by calling 800.863.6514 and selecting option 9.