

*Entyvio*CONNECT



***EntyvioConnect* Portal Quick Start**

Get familiar with the basic features of this digital platform

Introduction



Welcome to the *EntyvioConnect* Portal

The *EntyvioConnect* Portal Quick Start is a reference that addresses many of the questions you may have about how to get started. From quick account setup to understanding the dashboard features, this will fast-track your understanding of the portal.

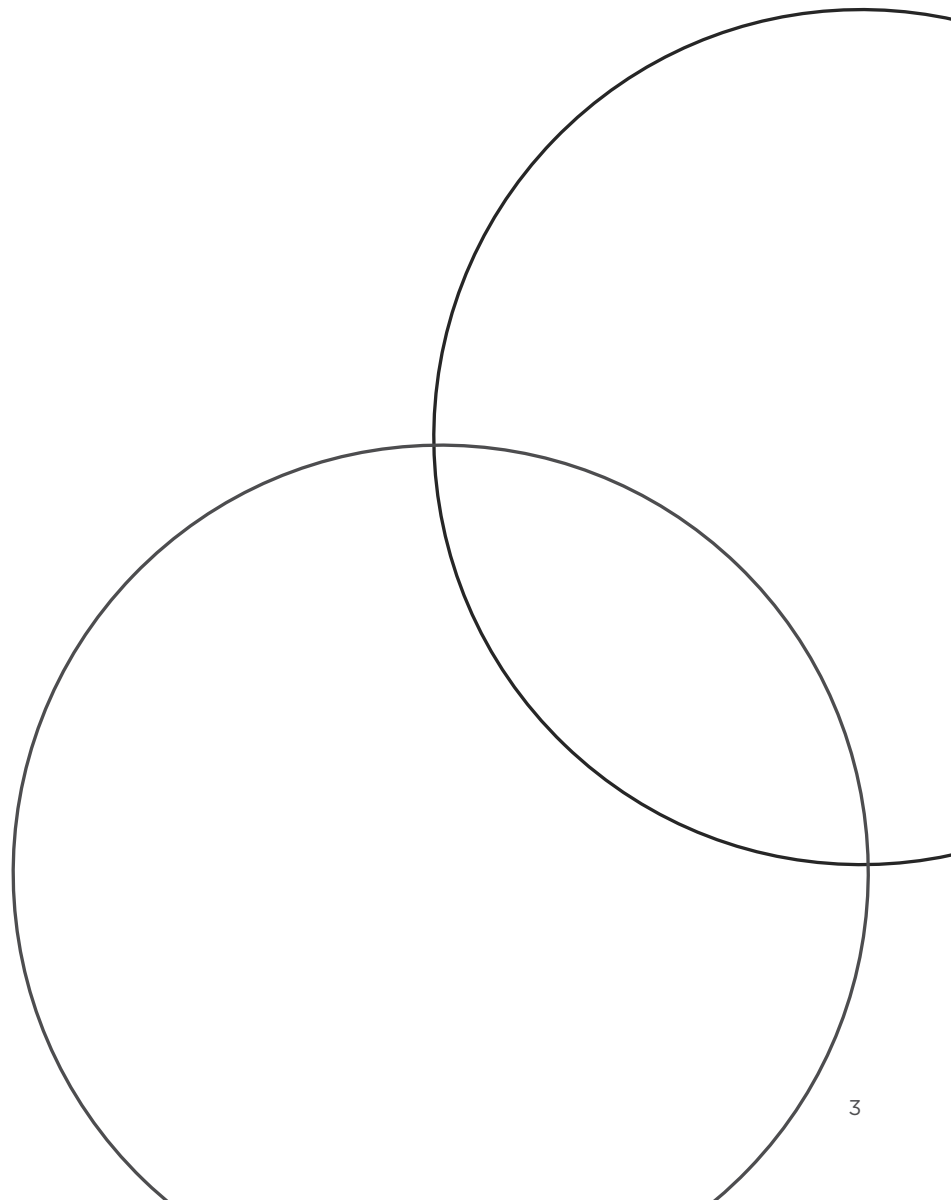


Note: For detailed information and step-by-step instructions, please refer to the full ***EntyvioConnect* Portal User Guide**.

Table of contents

EntyvioCONNECT

Entyvio[®]
vedolizumab



How do I set up an account for the first time?

Create your profile

[Already have an account? Log in.](#)

Please fill in all mandatory fields marked with an asterisk (*).

User Information

Salutation: [Dropdown]
 First Name*: [Text Field]
 Last Name*: [Text Field]
 Suffix: [Dropdown]
 Contact Type*: [Dropdown]
 Office Phone*: [Text Field]
 Office Fax*: [Text Field]
 Work Email*: [Text Field]
 Create Password*: [Text Field]
 Your password must include:
 8 characters
 1 symbol and/or capital letter
 1 number
 Retype Password*: [Text Field]
 Terms of Use and Privacy Notice*
 By clicking this box, you agree to our [Terms of Use](#) and [Privacy Notice](#). Please take a few minutes to read and understand them.
☐ I agree
 reCaptcha verification options
 Next

Practice and Facility Information

A Field Reimbursement Manager (FRM) will send an email to an Office Practice Manager with a link and reference code to create a profile in the *EntyvioConnect* Portal. This person is automatically designated the primary administrator.

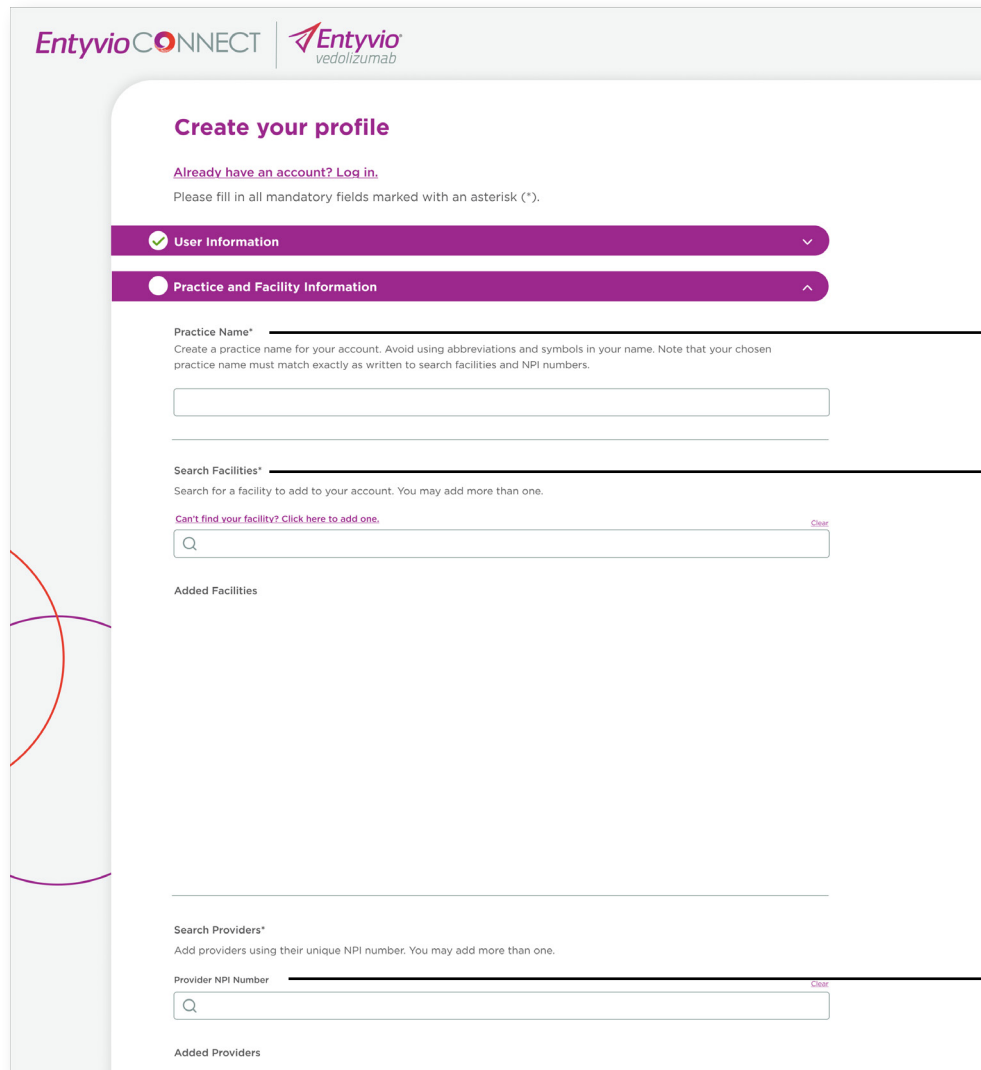
This and the following page will walk you through how an administrator can set up profiles.

1. Creating a profile requires standard user information.
2. Your username is your email address. Please ensure you enter your work email and not a personal email address.
3. Create a secure password that is 8 characters long with 1 symbol and/or capital letter and 1 number.

Note that all users will need to update their passwords every 90 days. Users will be notified 7 days before their password expiration date.

4. When all the fields have been completed, click **Next** to go to the next section. Note that you cannot move forward if all required fields are not filled in.

How do I set up an account for the first time? (cont'd)



Create your profile

[Already have an account? Log in.](#)

Please fill in all mandatory fields marked with an asterisk (*).

User Information (Active)

Practice and Facility Information

Practice Name*

Create a practice name for your account. Avoid using abbreviations and symbols in your name. Note that your chosen practice name must match exactly as written to search facilities and NPI numbers.

Search Facilities*

Search for a facility to add to your account. You may add more than one.

[Can't find your facility? Click here to add one.](#) [Clear](#)

Added Facilities

Search Providers*

Add providers using their unique NPI number. You may add more than one.

Provider NPI Number [Clear](#)

Added Providers

Initial practice setup

- 1. Practice Name.** Choose a name that identifies your office and/or group of facilities if you have multiple locations.
- 2. Search Facility.** Type in a facility name, and select the correct location in the search field. If it is not there, click the link to add a facility and fill in the required fields. Examples of facilities include infusion centers, laboratories, imaging centers, and pharmacies.
- 3. Provider NPI#.** Type in a valid National Provider Identifier (NPI) number, and the corresponding name will appear in the search field.

How do I set up an account for the first time? (cont'd)



Add Users

Register other users to the portal by filling in the information below. Note that you can only designate 4 people as "Administrator." You can add as many "Users" as needed.

First Name* Last Name*

Email* User Type* ☐ Administrator ☐ User

Added Users

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Initial practice setup

- 4. Add users.** Invite other office practice managers to register for the portal. Add their name and work email and decide if they will have "Administrator" or general "User" access.
- 5.** Once you press **Submit**, your account is set up, and you are instantly able to access the login page.

During the initial practice setup, administrators can add multiple facilities, providers, and users to the practice.

How do I set up an account for the first time? (cont'd)



Account setup for general users

- Once the initial account is set up, the primary administrator can add other account users to the portal either during profile creation or under **Practice Profile** in the navigation bar. The administrator can switch their role to another user and/or add other people as administrators. An email is automatically sent to the user with a link to create their own profile.
- Creating a profile for a general account user is similar to the primary administrator process except you do not have the authorization to add practice and facility information, as detailed on [page 5](#). Look for an email from your primary administrator with a link to create a profile.



Once you have created your profile, you can access the *EntyvioConnect* Portal at EntyvioConnectportal.com.

Bookmark the site for quick access.

What are the main features of the dashboard?

View by

When you log in, the dashboard will default to the Patient view, as seen here on this page. Choose **Case Number** when you want a quick view of the status of a patient case.

View by: ☒ Patient ☐ Case Number

Filters

Customize your dashboard view by patient, facility, provider, route of administration, case type, case status, or case date range.


The screenshot shows the EntyvioCONNECT dashboard. At the top, there's a header with the EntyvioCONNECT logo, the Entyvio vedolizumab logo, and a help icon with text: "Need help? Call EntyvioConnect anytime Monday to Friday, from 8am to 8pm ET (except holidays): 1-855-ENTYVIO (1-855-368-9846)". Below the header is a sidebar with icons for "Your Dashboard", "Practice Profile", "EntyvioConnect Services", "Entyvio Important Safety Information and Indications", and "Entyvio Prescribing Information". The main content area is titled "Your dashboard" and has a "View by:" section with radio buttons for "Patient" (selected) and "Case Number". There are "Hide Filters" and "Enroll a patient" buttons. Below this is a filter section with dropdowns for Patient (with a search icon), Facility, Provider, Route of Administration, Case Type, Case Status, and Case Date Range. An "Apply" button is at the bottom right of the filters. The main table displays patient cases with columns: Patient Name, Date of Birth, Patient Number, Case Type, and Date Submitted. Each row has a status icon (green check, yellow triangle, or red circle) and a "+" button. The footer includes the Takeda logo, links for Terms of Use, Privacy Notice, Contact Us, Site Map, Professional Support, and Medical Information, and a disclaimer about the Colorado WAC disclosure form.

Patient Name	Date of Birth	Patient Number	Case Type	Date Submitted
Ali, Imran	01/14/1986	9543865	Benefit Investigation	05/12/2021
Feldman, David	10/20/1991	1642988	Prior Authorization	04/03/2022
Jones, Brian	05/03/1988	3049283	Start Program	12/13/2021
Lopez, Elisa	06/22/1987	3354992	Claim Support	07/23/2021
Nguyen, Patty	11/05/1992	5039482	Bridge Program	02/20/2022
Rogers, Karen	03/19/1980	4457321	Nurse Support	10/04/2021

View by: ☒ Patient ☐ Case Number Hide Filters


Patient Clear	Facility Clear	Provider Clear	Route of Administration Clear
<input type="text" value="Q"/>	<input type="text" value="All"/>	<input type="text" value="All"/>	<input type="text" value="All"/>
Case Type Clear	Case Status Clear	Case Date Range Clear	<input type="button" value="Apply"/>
<input type="text" value="All"/>	<input type="text" value="All"/>	<input type="text" value=""/>	


What are the main features of the dashboard? (cont'd)


 A basic tutorial is always at your disposal by clicking the question mark on the top right.

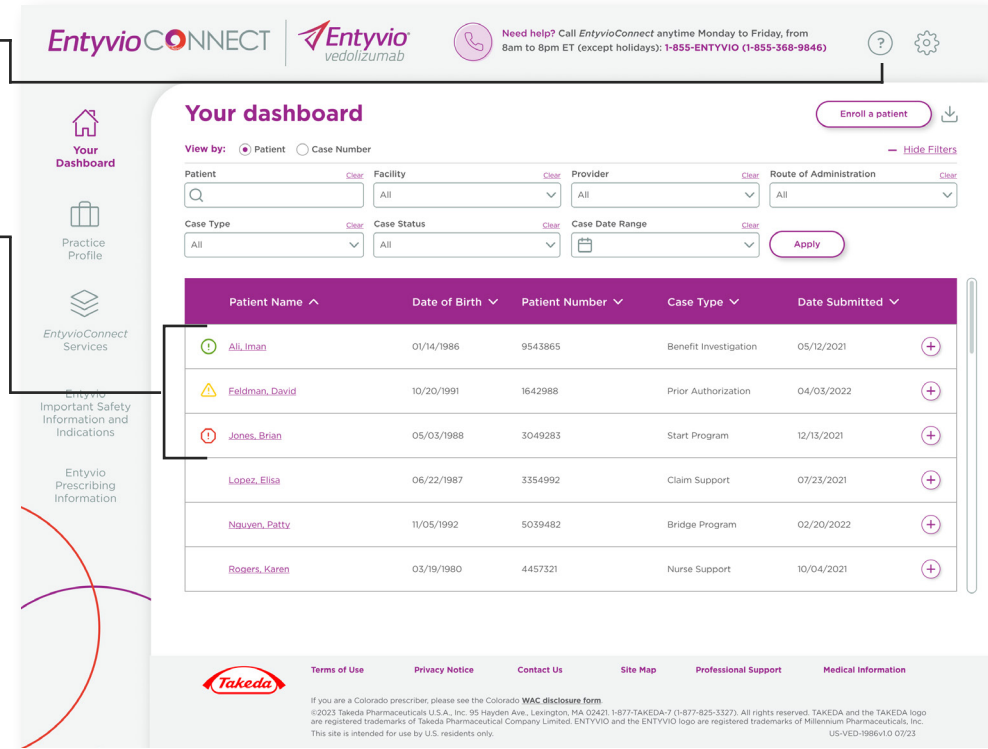
Alerts

A visual alert system is in place to notify you of updates to a patient's case or any next steps you may need to act on.




 **Green exclamation icon:** Alerts you to a change of status in a patient's case (eg, "Benefits investigation has been updated to complete")

 **Yellow yield icon:** A warning for missing patient information or any upcoming action for you to complete

 **Red stop sign icon:** Notifies you that an action is past due and requires immediate action



The screenshot shows the EntyvioCONNECT dashboard interface. At the top, there's a header with the EntyvioCONNECT logo, Entyvio vedolizumab logo, a help icon with text "Need help? Call EntyvioConnect anytime Monday to Friday, from 8am to 8pm ET (except holidays): 1-855-ENTYVIO (1-855-368-9846)", and a question mark icon. The main content area is titled "Your dashboard" and includes a sidebar with navigation links: "Your Dashboard", "Practice Profile", "EntyvioConnect Services", "Entyvio Important Safety Information and Indications", and "Entyvio Prescribing Information". The dashboard features a filter section with "View by" (Patient, Case Number), "Hide Filters", and various dropdown menus for Patient, Facility, Provider, Route of Administration, Case Type, Case Status, and Case Date Range. Below the filters is a table of patient cases with columns: Patient Name, Date of Birth, Patient Number, Case Type, and Date Submitted. Each row includes an alert icon (green exclamation mark, yellow yield, or red stop sign) and a plus icon. The footer contains the Takeda logo, links for Terms of Use, Privacy Notice, Contact Us, Site Map, Professional Support, and Medical Information, along with a disclaimer and copyright information.

Patient Name	Date of Birth	Patient Number	Case Type	Date Submitted
 Ali, Iman	01/14/1986	9543865	Benefit Investigation	05/12/2021
 Feldman, David	10/20/1991	1642988	Prior Authorization	04/03/2022
 Jones, Brian	05/03/1988	3049283	Start Program	12/13/2021
Lopez, Elisa	06/22/1987	3354992	Claim Support	07/23/2021
Nguyen, Patty	11/05/1992	5039482	Bridge Program	02/20/2022
Rogers, Karen	03/19/1980	4457321	Nurse Support	10/04/2021

What are the main features of the dashboard? (cont'd)

The screenshot displays the EntyvioCONNECT dashboard. On the left is a sidebar with navigation links: Your Dashboard, Practice Profile, EntyvioConnect Services, Entyvio Important Safety Information and Indications, and Entyvio Prescribing Information. The main content area is titled 'Your dashboard' and includes a filter section with tabs for 'Patient' (selected) and 'Case Number'. Below the filters is a table of patient information:

Patient Name	Date of Birth	Patient Number	Case Type	Date Submitted
Ali, Iman	01/14/1986	9543865	Benefit Investigation	05/12/2021
Feldman, David	10/20/1991	1642988	Prior Authorization	04/03/2022
Jones, Brian	05/03/1988	3049283	Patient Assistance Program	12/13/2021

Below the patient table is a detailed view of a case, showing a table with the following data:

Case Number	Case Type	Case Status	Route of Administration	Date Submitted
1-4573448902	Patient Assistance Program	Draft	IV infusion	12/13/2021
1-549002947	Start Program	Cancelled	IV infusion	11/29/2021
1-549002945	Benefit Investigation	Approved	IV infusion	11/25/2021

The dashboard also features a footer with the Takeda logo, links for Terms of Use, Privacy Notice, Contact Us, Site Map, Professional Support, and Medical Information, and a copyright notice for 2023 Takeda Pharmaceutical Company Limited.

Patient information

If you need to edit any patient information, click the patient's name and update the file. Remember to save changes.

Case number

From the Patient view, click the + button to view case numbers. When you click the case number link, you can view the full profile of a patient's case and its current status, as well as all the information and documents you submitted to *EntyvioConnect*. Note that you cannot edit patient information in this section.

What are the main features of the dashboard? (cont'd)



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Your dashboard

View by: ☒ Patient ☐ Case Number Hide Filters

Patient Name ^	Date of Birth v	Patient Number v	Case Type v	Date Submitted v
Ali, Iman	01/14/1986	9543865	Benefit Investigation	05/12/2021
Feldman, David	10/20/1991	1642988	Prior Authorization	04/03/2022
Jones, Brian	05/03/1988	3049283	Start Program	12/13/2021
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Enroll a patient

Add new patients to the portal for *EntyvioConnect*, Co-Pay Program Only, or Patient Assistance Program.

Enroll a patient

How do I enroll a patient?



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Your dashboard

View by: ☒ Patient ☐ Case Number Hide Filters

Apply

Patient Name ^	Date of Birth v	Patient Number v	Case Type v	Date Submitted v
Ali, Iman	01/14/1986	9543865	Benefit Investigation	05/12/2021
Feldman, David	10/20/1991	1642988	Prior Authorization	04/03/2022
Jones, Brian	05/03/1988	3049283	Start Program	12/13/2021
Lopez, Elisa	06/22/1987	3354992	Claim Support	07/23/2021
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On the dashboard, click **Enroll a patient**.
Select only one of the given options.

Enroll a patient

Please select one of the support programs for your patient.

[EntyvioConnect](#)

[Co-Pay Program Only](#)

[Patient Assistance Program](#)

[Patient Assistance Program Re-Enrollment](#)

Annual Re-Enrollment for existing PAP patients with Federally Funded insurance coverage is available October 2, 2023, to December 31, 2023

How do I enroll a patient? (cont'd)

EntyvioConnect enrollment

To enroll your patient in EntyvioConnect, please complete each of the following sections below. Save your work frequently. Remember to complete all required fields marked by an asterisk (*), review the accuracy of your information, and fully read the terms and conditions prior to submitting the form.

1 Patient Information, Insurance, and Treatment History

1 Services
Select the services you wish to enroll your patient into.

☒ Benefits Investigation ☒ Prior Authorization Support ☒ Denial and Appeal Support ☒ Nurse Support ☒ Start Program ☒ Bridge Program ☒ Co-Pay Program

2 Patient Information
Note that, if your patient is already in our system, their information will autopopulate.

Search Patient Last Name, First Name, and/or Date of Birth Clear Service Request Number Clear

First Name* Middle Initial Last Name* Birth Date (MM/DD/YYYY)*

Sex* Home Address*

City* State* Zip Code*

PLEASE NOTE: For patients receiving Entyvio subcutaneous (SC) injection, shipping information will be confirmed with the patient by the specialty pharmacy.

Email

Primary Phone* ☐ Mobile ☐ Home ☐ Office

Other Phone ☐ Mobile ☐ Home ☐ Office

Preferred form of contact (select one): ☐ Phone ☐ Text ☐ Email Preferred time (select one): ☐ Morning ☐ Day ☐ Evening

Is it OK to leave a detailed voice message about the status of an application, prescription, or shipment on your patient's phone? Check all that apply: ☐ Primary Phone ☐ Other Phone

Legal Representative Name (if applicable) Legal Representative Primary Phone

This example shows enrollment for *EntyvioConnect* services, excluding PAP. If a patient only requires co-pay assistance, select the **Co-Pay Program Only** button (see [page 12](#)).

Note that the information required is consistent with the printed enrollment form. We have noted the main differences on the digital form below.

Services

Check all the services that your patient wants to enroll in. Note that **Benefits investigation** is automatically checked for you.

How do I enroll a patient? (cont'd)



● Dosage and Direction For Use (Choose Entyvio IV or Entyvio SC Injection)

Please review options below and only fill out one of the tables (either IV or SC prescription information). Attach your prescription if this form does not comply with state laws (NY and NJ).

NOTE: In certain circumstances this prescription may need to be validated and/or verified.

Select the prescribed formulation: ☒ ENTYVIO Intravenous (IV) Infusion ☐ ENTYVIO Subcutaneous (SC) Injection

Dose	Directions	Dispense
Initiation		
<input type="checkbox"/> Week 0 and 2: Infusion 300-mg IV	Infuse 1 vial IV at Week 0 and Week 2	2 vials, 0 refills
<input type="checkbox"/> Week 6: Infusion 300-mg IV	Infuse 1 vial IV at Week 6	1 vial, 0 refills
Maintenance		
<input type="checkbox"/> Infusion 300-mg IV	Infuse 1 vial IV every 8 weeks	1 vial, 6 refills
Date of last IV infusion (if applicable):		and date of next IV infusion:

Do you intend to buy and bill Entyvio IV doses? ☐ Yes ☐ No

Please refer to the Entyvio [Prescribing Information](#) on how to reconstitute and dilute Entyvio for infusion.

Next

Under the **Dosage and Direction For Use** section you will have to:

- Review your patient's prescription and select the route of administration
- Select between **ENTYVIO Intravenous (IV) Infusion** or **ENTYVIO Pen for Subcutaneous (SC) Injection**

● Dosage and Direction For Use (Choose Entyvio IV or Entyvio SC Injection)

Please review options below and only fill out one of the tables (either IV or SC prescription information). Attach your prescription if this form does not comply with state laws (NY and NJ).

NOTE: In certain circumstances this prescription may need to be validated and/or verified.

Select the prescribed formulation: ☐ ENTYVIO Intravenous (IV) Infusion ☒ ENTYVIO Subcutaneous (SC) Injection

If the patient has received at least 2 doses of Entyvio IV, please provide the following:

Dates of last 2 IV infusions: and : next IV infusion date (if applicable):

Dose	Directions	Dispense
Initiation		
<input type="checkbox"/> Week 0 and 2: Infusion 300-mg IV	Infuse 1 vial IV at Week 0 and Week 2	2 vials, 0 refills
<input type="checkbox"/> Week 6: Infusion 300-mg IV	Infuse 1 vial IV at Week 6	1 vial, 0 refills
Maintenance		
<input type="checkbox"/> Prefilled Pen 108 mg	Inject 1 pen SC every 2 weeks	2 pens, 13 refills
Date of last SC injection (if applicable):		and date of next SC injection:

Do you intend to buy and bill Entyvio IV doses? ☐ Yes ☐ No

PLEASE NOTE: Patient will remain on Entyvio IV infusions as prescribed until Entyvio SC injection coverage is secured.

Please refer to the Entyvio [Prescribing Information](#) for the recommended Dosage and Administration of Entyvio IV and SC.

Entyvio SC formulation is intended to treat ulcerative colitis. Injections are self-administered or given by a caregiver. The patient or caregiver should be trained by a healthcare professional. EntyvioConnect provides free injection education to all eligible Entyvio patients when they opt-in for the Nurse Support Program.

If a specific Specialty Pharmacy is NOT mandated by the patient's payer, please identify if you or the patient has a preferred Specialty Pharmacy:

NOTE: If none is identified by you or the patient, an EntyvioConnect preferred Specialty Pharmacy will be selected for the patient.

Next

For the ENTYVIO Pen, if you know the patient's preferred specialty pharmacy, type in the name.



Please note the ENTYVIO Pen is only indicated for moderate to severe ulcerative colitis adult patients.

How do I enroll a patient? (cont'd)



Upload Documents/Signatures

There are 3 ways to submit patient and provider attestation:

- Select **Digital signature**, and type in provider and patient's/legal representative's email addresses. Upon submission of the form, a signature request will be sent via *MyEasyConsent*
- **Upload a signed document.** You may attach a signed copy of an *EntyvioConnect* form. You do not need to fill out the form if you have completed the sections digitally
- **Proxy signature.** If the provider has authorized you to sign on their behalf, you will be able to choose this option. If selected, you must check the box next to the attestation disclaimer

Note: only primary administrators have privilege to request provider attestation for all office users. Contact your administrator if you would like to be added as a proxy signature

Under **Additional Documents**, you may upload as many documents as needed to meet the requirements of a specific *EntyvioConnect* program. **Copies of both sides of the primary and, if available, secondary insurance card are mandatory.** Examples of other documents may include clinical notes, explanation of benefits, or letter of medical necessity.



A status update will be posted on your dashboard within 2 to 5 business days—look for an alert icon next to the patient's name.

How do I enroll a patient in the Patient Assistance Program (PAP)?



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Need help? Call EntyvioConnect anytime Monday to Friday, from 8am to 8pm ET (except holidays): 1-855-ENTYVIO (1-855-369-9846)

Patient Assistance Program (PAP) application

To see if your patient is eligible for PAP, please review and complete the application below. Save your work frequently. Remember to complete all required fields marked by an asterisk (*), review the accuracy of your information, and fully read the terms and conditions prior to submitting the form.

Save

- ☒ Patient Information
- ☒ Provider Information
- ☒ ENTYVIO IV Infusion Site Information (Must Complete if Different From Provider Information)
- ☒ Dosage and Direction For Use (Choose Entyvio IV or Entyvio SC Injection)
- ☐ Upload Documents/Signatures

Required Signatures

If you opt for a digital signature, an email will be sent to the patient and provider via MyEasyConsent. You can also upload a signed PAP application, which requires a provider signature and 2 patient signatures for HIPAA and patient declarations. Proxy signature is only available if we have received documented approval by a registered provider.

Patient Signature/Legal Representative Signature

☐ Upload a signed document ☒ Digital signature

Patient/Legal Representative Email

Provider Signature

☐ Upload a signed document ☒ Digital signature ☐ Proxy signature

Provider Email

Nurse Support

☒ Check this box to opt your patient into the Entyvio Nurse Support Program. Patients participating in virtual injection education agree to attend via an online, secure platform provided by EntyvioConnect.

Fax Opt-Out Preferences

☒ Check this box if you would like to opt out of all fax communications. By checking this box, you are agreeing to stop all fax communications related to this patient's enrollment.

Additional Documents

Please upload any required documents for insurance approval or EntyvioConnect enrollment, including a copy of both sides of the primary and/or secondary insurance card(s).

Upload

Document Name	Use Type	Size	File Type	Date Modified
Click upload to upload any required documents.				

To enroll a patient into PAP, click **Enroll a patient** on the dashboard and select **Patient Assistance Program** (see [page 12](#)).

The information required to enroll a patient in PAP is consistent with the printed form.

In addition to copies of both sides of the primary and, if available, secondary insurance card, which are mandatory, you must also upload one of the following patient documents as proof of program eligibility:

- Federal income tax return
- Income statement from jobs held in the previous year
- IRS Form 4506T
- SSA-1099 (social security benefit statement)



A status update will be posted on your dashboard within 2 to 5 business days—look for an alert icon next to the patient's name.

Contact *EntyvioConnect*



Phone:

1-855-ENTYVIO (1-855-368-9846), Monday to Friday,
from 8 AM to 8 PM ET (except holidays)

