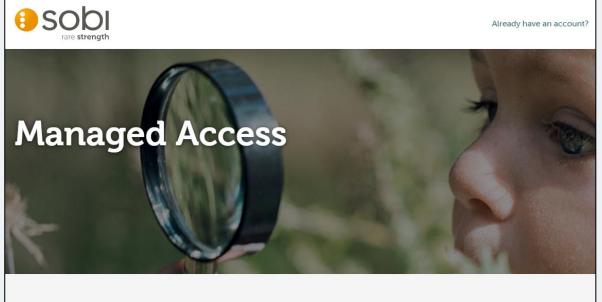




https://sobi-ma-portal.anaqua.com/

### First time user – Create account



Welcome to Sobi's Managed Access Portal. Here you can submit a new request or log into your existing account to view previous requests and apply for resupply of a product.

Before submitting your request, please make sure you have a copy of your CV available for upload.

Please note that we only accept requests made by a treating physician.

Please note that you will have to obtain consent from your patient allowing Sobi to process the patient's perso Please <u>click here</u> for a notice to be used for this purpose. Please submit only patient personal information abso the request.

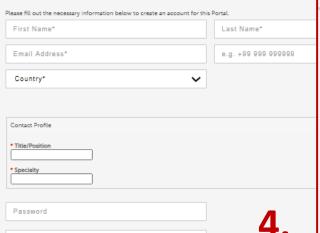
CREATE A REQUESTS MY REQUESTS



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Managed Access Home

1

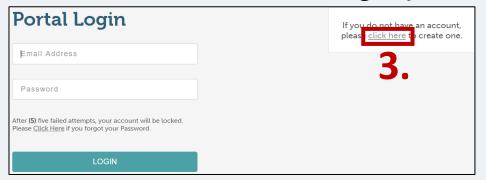


Create New Account

Re-type Password



- 1. Click "PRIVACY" to review the Privacy Policy which applies to Sobi's Managed Access Portal
- 2. Click "CREATE A REQUEST" → Portal Login opens



**Click "CLICK HERE" to create your account** 

- 4. "CREATE NEW ACCOUNT" window appears
  Enter the required information
- 5. Enter the captcha code and click "CREATE ACCOUNT"

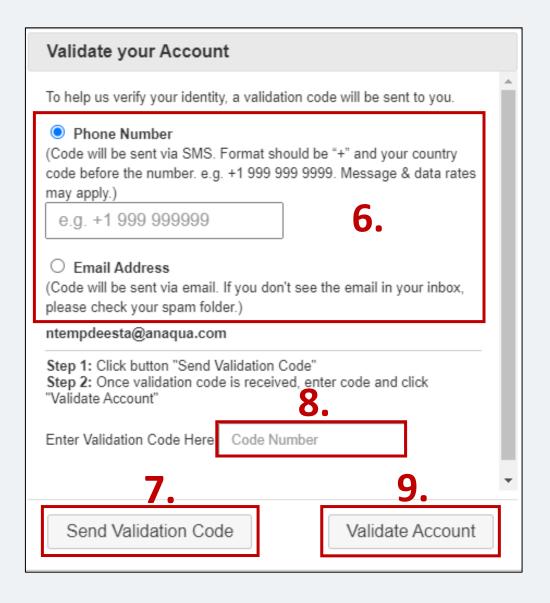




#### First time user – Validate account

You can validate your account one of two ways; via SMS text message or through email

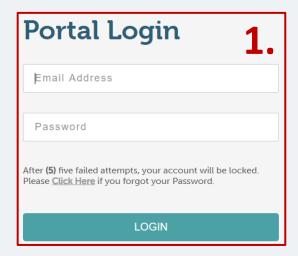
- 6. Click the preferred option
- 7. Click "Send Validation Code"
- 8. Once received, enter the validation code
- 9. Click "Validate Account"



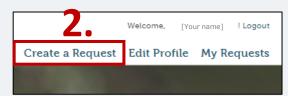


## **Create a request**

1. Login to the Managed Access Portal

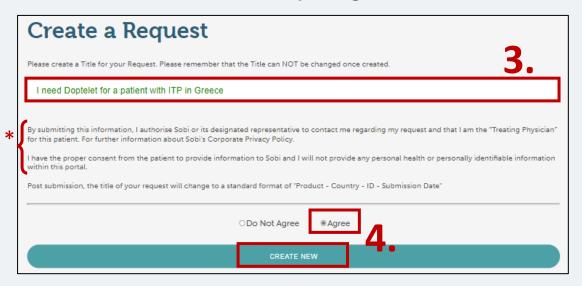


2. Click "CREATE A REQUEST"



3. Give your request a title (a unique ID is automatically assigned to your request when you click "SUBMIT")

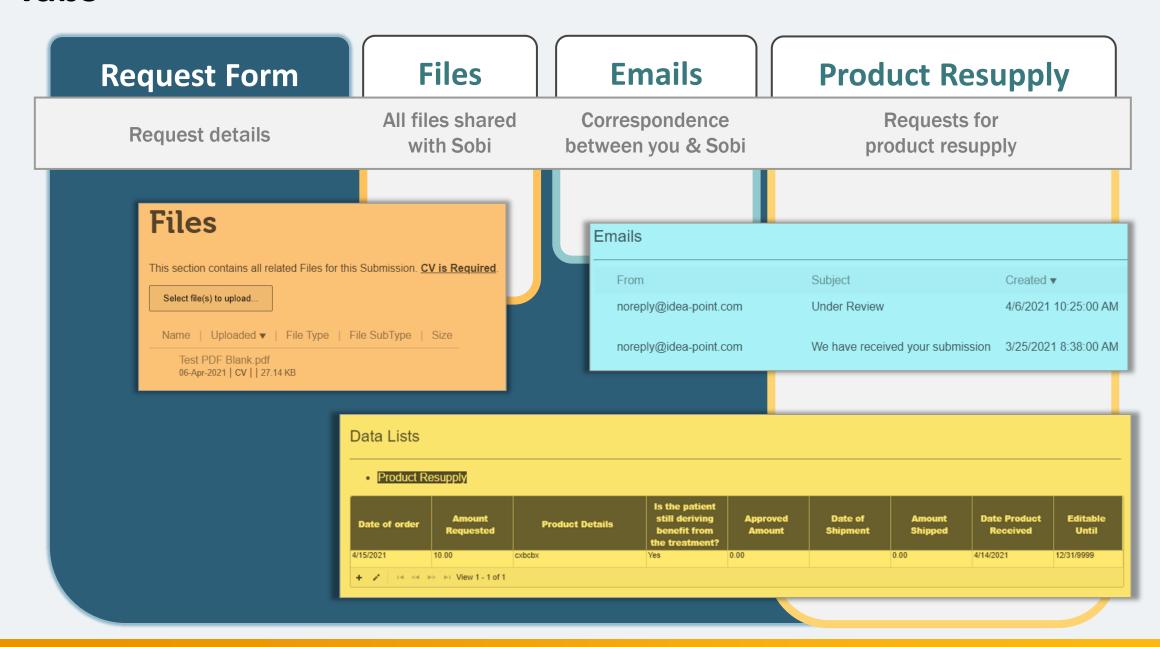
4. Read the statements\* and if you agree, click "AGREE" & "CREATE NEW"



- 4. Enter the information required for your request
- 5. Go to the FILES tab and upload your CV
- 6. Return to the REQUEST FORM tab and click "SUBMIT" (or "SAVE" if you wish to finalize the form at a later time)



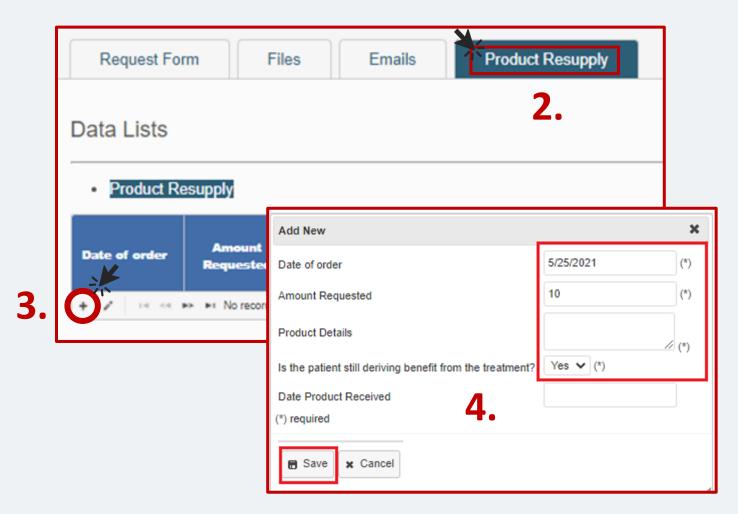
#### **Tabs**





## **Request Product Resupply**





- 1. Locate the request
- 2. Click on the "PRODUCT RESUPPLY" tab
- 3. Click on the plus (+) sign to request product supply
- 4. Enter information and click "SAVE" to submit the request



# Top Menu

Create a new request

Edit your profile (e.g. contact details) Find your requests





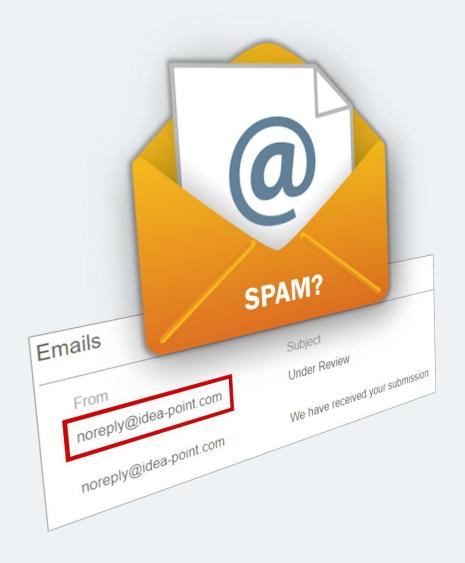


Create a Request Edit Profile My Requests





## **Emails from the Managed Access Portal**



#### PLEASE NOTE!

When you interact with Sobi through the Managed Access Portal, email-replies will be sent from

noreply@idea-point.com

If you're missing a reply, remember to check your spam folder