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HERITAGE VALLEY
HEALTH SYSTEM

Administrative Policies And Procedures

Adm. Policy No: 1.07

Effective Date: April 2000

SUBJECT: Supply and Equipment Sales and Recommendations

SPONSOR: Consolidated Supply Chain Services, LLC

POLICY: It is the policy of Heritage Valley Health System (HVHS) to avoid recommending brands or vendors to employees or patients, or selling new supplies, equipment, etc. to either organizations or individuals.

PURPOSE: This policy will protect HVHS' position as a not-for-profit organization. It is also the purpose of this policy to avoid possible legal problems resulting from the sale and/or specific recommendation of such supplies and equipment.

SCOPE: The purchase of pharmaceuticals by hospital employees is not covered by this policy.

PROCEDURE: The hospital/department will, upon request, provide a listing of distributors/ manufacturers to employees or former patients needing special supplies to aid their convalescence. At no time will HVHS provide recommendations as to brands or vendors.

The hospital/CSCS will, at times, provide offers and discounts from other businesses/suppliers available on the Employee Portal. At no time will this be construed as a recommendation of the business/supplier by HVHS or CSCS.

Approved: April 2000

Reviewed: October 2005; September 2006; September 2007; August 2012; August 2013; August 2015

Revised: January 2002; May 2004; August 2009; August 2010, August 2011 August, 2014

SIGNATURES:

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