



Vendor Credentialing KEY

Vendormate Support:

Phone: 888-476-0377

E-mail: support@vendormate.com

Live Chat:

1. www.ghx.com
2. Contact Us
3. I Need Technical Support
4. Live Chat with Vendormate Support

GHX Vendormate Software

Vendors log into our portal and complete a brief questionnaire which defines their relationship with Mercy. Based on key factors (i.e., the critical need for a product or service; a company's need to access patient data or a rep's need to access a procedural areas) the vendor is classified into risk categories that meet industry recommendations prior to gaining the authorization to print a badge to enter the hospitals. In order to complete a registration, vendors must submit the required Mercy policies and documents.

New vendors and representatives can register for the Mercy vendor program by navigating to registersupplier.ghx.com.

Mercy staff can log into the Mercy vendor program by navigating to login.ghx.com once they have been granted access.

See below for additional information on risk criteria, required policies and documentation, and fee information.

Data Rules

You rely on data and rules to keep your organization safe. Vendormate is designed with that goal in mind. Getting a Vendormate badge requires regularly updated compliance status and stringent screening processes that are applied to everyone you do business with.

WHY is it so important?



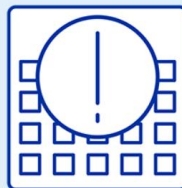
Safety of patients, healthcare staff, vendor reps and other visitors



Security of facilities and information



Strength of customer relationships based on trusted information



Vendormate flags >1,000 records every month for further review



In 2018 alone, Vendormate flagged

17,013

federal exclusion and state-level sanction records, and discovered 23 sanctioned vendors attempting to access 49 healthcare systems

Vendor Level Sanction Checks:

Vendors companies are checked weekly against the following:

- HHS/OIG List of Excluded Individuals and Entities (LEIE)
- GSA Excluded Parties List Systems (EPLS) via SAM.gov
- OFAC Specially Designated Nationals (SDN)
- DEA registrant actions
- TRICARE sanctions
- FDA actions
- State Medicaid exclusion lists
- State debarment lists and disciplinary actions

Rep Level Sanction Checks:

Representatives are checked monthly against the following:

- HHS/OIG List of Excluded Individuals and Entities (LEIE)
- GSA Excluded Parties List Systems (EPLS) via SAM.gov
- OFAC Specially Designated Nationals (SDN)
- DEA registrant actions
- TRICARE sanctions
- FDA actions
- State Medicaid exclusion lists
- State Level Medical Boards
- State debarment lists and disciplinary actions

Required Mercy Policies and Documents:

Requirement Name	Applies To Group	Requirement Type	Requirement Level	Last Updated
Vendor Access Policies and Procedures	All Representatives	Policy	Rep Level	11/30/2020
Bloodborne Pathogens Training	Clinical Reps	Document	Rep Level	
Hepatitis B	Clinical Reps	Document	Rep Level	
Electrical Safety Training	Clinical Reps	Document	Rep Level	
Fire Safety Training	Clinical Reps	Document	Rep Level	
Aseptic Principles & Infection Control Training	Clinical Reps	Document	Rep Level	
MMR (Measles Mumps and Rubella)	Clinical Reps	Document	Rep Level	
Product Complaints & Medical Device Reporting (MDR) Requirements Training	Clinical Reps	Document	Rep Level	
Tuberculosis (TB) Test	Clinical Reps	Document	Rep Level	
Varicella (Chickenpox)	Clinical Reps	Document	Rep Level	
Oklahoma State Requirements for Tissue Bank Permit	Oklahoma Tissue Vendors	Document	Company Level	
FDA Registration and Listing for Cellular and Tissue-Based Products (Form 3356)	Oklahoma Tissue Vendors, Tissue Vendors	Document	Company Level	
Compliance/Ethics Training	Service Reps	Document	Rep Level	
COVID19 Vaccination Required by September 30 at Mercy	Service Reps	Policy	Rep Level	09/14/2021
COVID19 Vaccine	Service Reps	Document	Rep Level	
Product/Service Competency	Service Reps	Document	Rep Level	
HIPAA Training	Service Reps	Document	Rep Level	
Badge Photo	Service Reps	Document	Rep Level	
Influenza	Service Reps	Document	Rep Level	

Vendor Risk Criteria and Fees:

One fee per vendor Tax ID includes all representatives that serve us. All representatives from one company share the same corporate level requirements and information.

High Risk: \$335 per vendor Tax ID (unlimited number if reps) - ACCESS PROCEDURAL PATIENT CARE AREAS, HAVE DIRECT PATIENT CONTACT, PHARMACEUTICAL VENDORS

Medium Risk: \$145 per vendor Tax ID (unlimited number if reps) - NOT IN PROCEDURAL PATIENT CARE AREAS & NO DIRECT PATIENT CONTACT & NOT A PHARMACEUTICAL VENDOR

Low Risk: \$25 per vendor Tax ID (unlimited number if reps) - NOT IN PROCEDURAL PATIENT CARE AREAS & NO DIRECT PATIENT CONTACT & NOT A PHARMACEUTICAL VENDOR AND ANNUAL SPEND IS BELOW \$5,000

Mercy Badge Rules:

1. Badge is denied if there is a match on a sanction list
2. Badge is denied if representative is not registered for the vendor program
3. Badge is denied if representative is not fully compliant with missing or expired documents