



May 21, 2019

NEW PROCESS FOR ALL NEW PRODUCTS

Valued Supplier,

To provide the highest quality patient care and safety, Intermountain Healthcare requires that all products from new and existing suppliers be *contracted and preapproved* for use. All products used at Intermountain Hospitals and Clinics are subject to the process described below, effective immediately.

New products, and new suppliers, that have not been used at Intermountain require approval before use. This approval will take at least 60 days for value analysis and clinical evaluation.

Two key points to know:

- Product line extensions from incumbent suppliers, that have never been used at Intermountain, also require preapproval before use. The approval, or rejection, process can take approximately 60 days.
- If unsure if your product(s) are Intermountain-approved, please contact your supply chain representative.

The approval process requires Suppliers to provide the following information:

- Conflict of Interest attestation regarding no physician ownership, if not already on file with Intermountain Compliance.
- Confirmation that supplier representatives are fully registered in [supplier access \(Reptrax\)](#)
- Prior approval from SCO Sourcing that all pricing, packaging, and legal requirements are met.
- Proof of [510k clearance](#) or [Premarket Approval](#) (PMA)
- FDA [Tissue Establishment Registration](#) (Human Tissue)
- Proof of [American Association of Tissue Banks](#) Certification (Human Tissue Products Only)
- Registration with [AdvaMed](#) (Implants Only)

Products, equipment, and/or services that are not in compliance with the above and are not contracted or approved by Intermountain in advance and in writing are not allowed. Intermountain will consider noncompliance a violation and may refuse payment for such items and the supplier representative will be subject to sanctions. This non-payment position will require that Intermountain does not bill patients for the product.

To receive payment for approved supplies used in all facilities requires a signed product delivery ticket that must be submitted within 24 hours to the facility designee. The packing slip must be left with the facility designee prior to completing the case.

Please make sure that you adjust your business practices with Intermountain to comply with this notification.

Respectfully,

John Wright
VP Supply Chain & Support Services

Dr. David Skarda
Surgical Services Clinical Program Medical Director