



January 3, 2017

Bulletin# 17 – 86

Subject: Vendor Compliance Program

SUNY Downstate Medical Center has implemented a vendor compliance program with a company named Symplr (formally Vendor Credentialing Services or VCS). This program allows DMC to:

- Improve safety to our staff, patients, visitors, volunteers and vendors;
- Reduce DMC liability;
- Manage vendor access to DMC facilities; and
- Manage mandatory and complex regulatory compliance requirements.

The Symplr system contains and monitors:

- Vendor and Company Data, (for example, all required background checks, Governmental Watch Lists, Liability Insurance and Workers Compensation);
- Immunization Credentials; and
- Training and Competency Credentials, (for example, compliance with DMC's Policies, HIPAA and Departmental Protocols).

DMC requires all vendors to register with Symplr. They can accomplish this by going to the Symplr website (<http://www.symplr.com>). While we understand the importance vendors play in our institution, vendors will not be allowed into the facility (including the treatment areas) if they have not completed their Symplr enrollment.

All vendors accessing the Main Campus will be directed by entrance security guards to the 445 Lenox Rd entrance to obtain their daily access pass. A Symplr system kiosk has been installed by the UHB Main Lobby security guard station. The vendor will enter their information; the system will check that the vendor is registered and issue the appropriate vendor pass.

If you have any questions, please contact Raul Tosado, Executive Director of Diversity, Value Analysis and Contracts at extension 8723