

AAH Hospital Vendor Access

Hospital Instructions

Our top priority is the health and safety of our patients, visitors, and team members. Due to COVID-19, visitation and access is limited. This is an added safeguard against the spread of the coronavirus and other infectious diseases. Use safety and compassion-focused decision making for circumstances that do not fall into these guidelines. [Link to AAH Hospital Visitation Guidelines Grid](#)

COVID-19 Safety Requirements & Additional Information

- Any vendor who is on-site at our AAH facilities need to be FULLY vaccinated for COVID-19*. Vendors must update their COVID-19 vaccine status in Reprax. Vendors not currently using Reprax to check into AAH facilities should maintain records of team member COVID-19 vaccination status, available to AAH upon request.
 - There are very limited exceptions, one of which includes a vendor simply performing a quick delivery / drop-off at a shipping/receiving dock but not entering the facility.
- Vendor employers must ensure that each individual is vaccinated. This is similar to AAH requirement for the flu vaccination, which has been in place for a number of years.
- Exemptions – AAH is requiring full vaccinations and not accepting exemptions at this time.
- Proof of vaccination is required and AAH reserves the right to audit partners / vendors for conformance, similar to AAH flu vaccine requirement.
- Vendors are required to use the SafeCheck app to self-screen each time before entering a facility.
- Universal masking requires everyone entering AAH facilities to wear an AAH approved mask (procedure mask) while in our facility, unless unable to safely do so.
- Use proper hand hygiene throughout the facility visit.
- Adhere to social distancing guidelines while onsite.

**According to the CDC, fully vaccinated is defined as: 2 weeks after their second dose in a 2-dose series, such as the Pfizer or Moderna vaccines, or 2 weeks after a single-dose vaccine, such as Johnson & Johnson's Janssen vaccine. We strongly encourage receiving a booster when appropriate to help protect families, friends and our communities.*

AAH Hospital Medical Vendor Access

Visitation Guidelines

- **No Visitor Guidelines or Limited Visitor Guidelines**
 - Medical vendors are allowed on hospital campuses ONLY for procedures in which their service is essential to patient wellbeing.
 - All trials or other evaluations of potential New Items governed by a Clinical Counsel Team must be arranged through a Sourcing team member.

AAH Hospital Vendor Access

- **Expanded Visitor Guidelines**

- Medical vendors are allowed on hospital campuses ONLY for purposes of AAH supply chain-approved new product demonstration and team member education.
- All trials or other evaluations of potential New Items governed by a Clinical Counsel Team must be arranged through a Sourcing team member.

AAH Non-Medical Vendor Access

Deliveries and Visitation Guidelines

- **No Visitor Guidelines**

- Vendors or deliveries dropping off at the public entrance (e.g. couriers, FedEx, etc.) are not authorized beyond the entrance. Staff should come down to pick up the delivery, instead of allowing the delivery person into the hospital. This includes Flower/balloon deliveries
- To minimize congestion at the public entrance, hospitals should identify an employee entrance for food service deliveries. Team members should pick up their orders, as delivery personnel are not authorized to be screened to enter the hospital.

- **Limited Visitor Guidelines**

- Sites may begin accepting non-essential deliveries such as pre-paid patient food deliveries, flowers/balloons etc. based on site-specific operational ability to maintain all safe care practices required to accept non-essential deliveries including:
 - Proper social distancing
 - Screening and masking of all delivery personnel
 - Handoff procedure from screening station to AAH team member for delivery to patient
 - Delivery personnel are not authorized to enter beyond the entry point screening station.
- No onsite sales from outside vendors allowed.

- **Expanded Visitor Guidelines**

- Sites may resume onsite Sales from approved vendors ONLY with AAH supply chain and site leadership approval.

If you would like to learn more about our policy or have additional questions, please contact Vendor Vetting at vendor.vetting@aaah.org.