



LEBANON VA MEDICAL CENTER

Vendor Information

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LEBANON VA MEDICAL CENTER

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www.lebanon.va.gov

It is our mission to honor America's Veterans by providing exceptional health care that improves their health and well-being. In order to achieve this goal, it is imperative that all health care industry vendors adhere to policies set by the Lebanon VA Medical Center. The information below highlights Medical Center Memorandum 134-06, Vendor Access Policy Guidance, which will be provided to all vendors upon arrival at our facility. Following established policies will ensure that business relationships are mutually advantageous while enabling the highest quality care possible be provided to our nation's Veterans.

Visitation Guidelines

Upon arrival to the facility, vendors are required to register with VA Police in Building 19. During registration, you will fill out the paperwork necessary to gain access to the facility. A Temporary Access Badge will be provided, which must be worn at all times while on facility property.

VA Police
Building 19- 3rd Floor
717-272-6621 Ext 5910

In order to minimize disruption to patient care activities, all vendors are required to schedule an appointment prior to each visit. Appointments can be scheduled through the Logistics Department. Unsolicited promotion of products and impromptu meetings with VA staff is not permitted.

Logistics Department
Building 19- 1st Floor
717-272-6621 Ext 4718

Conducting Business

Registration in the System for Award Management (SAM) database is the primary Government repository for contractor information required for the conduct of business with the Government. All prospective vendors must be registered in SAM to obtain VA contracts. Go to www.sam.gov for more information.

Vendors who wish to do business with VA must uphold the highest legal, moral and ethical standards and must comply with all VA and Government regulations. Additionally, all medical equipment used at this facility must adhere to Food and Drug Administration (FDA) guidelines.

Patient Privacy and Safety

Access to patient care areas is strictly limited. Unless specifically authorized and accompanied by VA Staff, restricted areas include:

- Patient and exam rooms
- Nursing stations
- Intensive Care areas
- Operating Room/Ambulatory Surgery Unit
- Emergency Department

Patient safety is a top priority. Vendors will not be permitted access to the facility if they are acutely ill. The use of personal electronic devices is strictly prohibited in critical care areas.

Restrictions are enforced to safeguard patient privacy and rights in compliance with the Health Insurance Portability Act (HIPAA).

Interactions with Hospital Staff

Employees and medical staff are not authorized to accept gifts or gratuities from vendors. It is the Lebanon VA Medical Center's wish that incentives be expressed in terms of quality service to help serve Veterans.

Non-Compliance

Failure to comply with outlined provisions may result in the suspension, limitation or revocation of visiting privileges.

Thank You

At the Lebanon VA Medical Center, we understand that effective working relationships with health care industry vendors is key for providing top quality, efficient patient care. We value the opportunity to work with you and hope you will join us in our mission to honor America's Veterans by providing exceptional health care.



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