

Contracting with CHCA

Vendor Guidelines for Pursuing New Contract Opportunities

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CHCA endorses and is committed to observing the Health Industry Group Purchasing Association ([HIGPA](#)) [Code of Conduct](#).

CHCA is a national health care alliance owned by 41 children's hospitals, and is a group affiliate of Premier Purchasing Partners, Inc. ([Premier](#)). Premier is CHCA's sole group purchasing organization (GPO). As an affiliate member of Premier, CHCA [Owner Hospitals](#) have access to all Premier contracts. Owner Hospitals purchased an estimated \$1billion of contracted products in 2002 from a variety of categories, including nutrition services, surgery/anesthesia, facilities, capital equipment, imaging capital equipment, IT, etc.

In conjunction with Premier, CHCA continually seeks to develop contracting opportunities for Owner Hospitals. We actively participate in processes and programs that routinely evaluate and provide opportunities to contract for innovative clinical products or services. At the request of Owner Hospitals, CHCA may develop independent contracts to supplement the Premier portfolio. Vendors seeking to establish a relationship with CHCA should complete the following steps **before contacting CHCA**:

1. **Contact Premier to investigate opportunities.** Premier may refer the vendor back to CHCA.

- *If referred back to CHCA, please identify Premier contact.*

2. **Vendor should prepare CHCA Owner Hospital utilization data** (if possible, a minimum of 2 years of utilization data per facility) including:

- Vendor key contact (person with ability to negotiate a national contract)
- Provide the following for each of the vendor's children's hospital customers:
 - Sales volume data per product(s) and/or service(s)
 - Potential savings opportunities (based upon proposed discounted pricing, changes in pricing tiers, etc.)
 - New sales activity/potential at CHCA children's hospitals (prospects) - CHCA children's hospital key contact
- List vendor's pediatric specific products

3. **The following formats should be used** when submitting the data:

Subject Line: [Product category](#)/Vendor name/Product (Dietary/Acme/Plastic Utensils)

Data Format: Microsoft Excel or Microsoft Word

4. **Submit completed information** to potentialcontracts@chca.com

- *Please note: Incomplete submissions will not be reviewed.*

The internal CHCA process includes the following steps:

- CHCA will work with Owners Hospitals to evaluate a submitted opportunity.
- CHCA will communicate outcome of opportunity evaluation to vendor.
- CHCA will work with vendor to negotiate terms and conditions.

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- CHCA will provide to vendor a draft contract in the CHCA contract template, including the negotiated terms and conditions.
- CHCA's Materials Management Executive Committee (comprised of Owner Hospital representatives) will have final approval of all contracts.

To obtain further information about establishing a contractual relationship with CHCA or questions about the process, please email potentialcontracts@chca.com. Thank you for your interest in working with CHCA.

Contracting Product Categories

- Alternate Site
- Capital Equipment
- Cardiology
- Clinical Technologies/Services
- Consulting
- Corporate Agreement
- Distribution
- eHealth
- eCommerce Services
- Education
- Energy Systems
- Housekeeping
- Imaging
- Information Technologies
- Laboratory
- Marketing Agreement
- Med/Surg
- Nutrition Services
- Operating Room
- Pharmacy
- Respiratory
- Support Services