

**Office of the Vice Chancellor for Finance**

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Melony Williams Goodhand, JD, CPA, MS  
Vice Chancellor for Finance  
Chief Financial Officer

November 21, 2011

Dear (Surgical Services) Vendor:

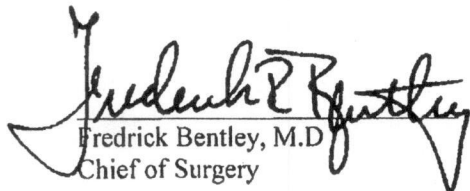
The University of Arkansas for Medical Sciences (UAMS) is dedicated to promoting the highest ethical standards and is committed to making the care of our patients our first concern. In achieving this end, UAMS is dedicated to partnering with those vendors who are committed to improving patient care and the safety of our patients and staff, and reducing costs while controlling products introduced to UAMS through an established Value Analysis process.

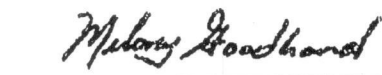
As a reminder to you of our established policies, all orders for supplies, equipment or service must be covered by a formal purchase order, which has been authorized by the Procurement Department. UAMS will NOT pay for any supplies, equipment or services that have not been through our review and approval processes. Agreements made with physicians in their offices are not binding with UAMS as Physicians are not agents of UAMS. Any commitment or agreement made by any individual without prior knowledge and written approval from the UAMS Procurement Department is invalid and will not be recognized by UAMS.

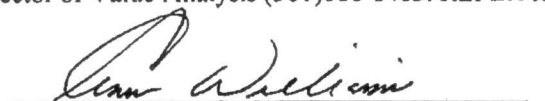
Supplies delivered or brought into any entity of UAMS without an authorized purchase order will be returned to the vendor and not reimbursed by UAMS. UAMS will not assume any financial responsibility for unauthorized merchandise shipped to our facilities. Vendors who fail to comply with UAMS's expectations will compromise their business relationship with the UAMS.

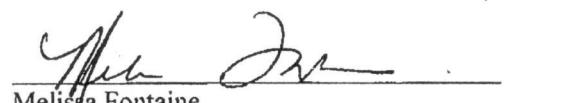
We appreciate your cooperation in working with us to provide the best care to our patients. If you have any questions please contact Kara Otis R.N. Director of Value Analysis (501)686-8463. REFER to New Product Introduction Policy SC.1.04

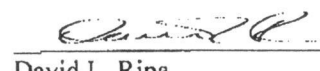
Sincerely,

  
Fredrick Bentley, M.D.  
Chief of Surgery

  
Melony Goodhand, JD, CPA, MS  
Vice Chancellor Finance & CFO

  
Anna Williams, R.N., Surgical Services Director

  
Melissa Fontaine  
Associate Vice Chancellor for Clinical Programs

  
David L. Ripa  
Chief Supply Chain Officer