

Dialysis Regulatory and Ancillary Policies & Procedures
Policy: 3-14-01
DaVita HealthCare Partners Inc.

Printed copies are for reference only. Please refer to the electronic copy for the latest version.

TITLE: **VENDOR ACCESS TO DAVITA FACILITIES**

PURPOSE: To provide guidance regarding Vendor access to DaVita facilities.

SCOPE: Vendor access of DaVita facilities for purposes that are outside the normal course of, and not directly related to, the delivery of patient care.

DEFINITION(S):

Educational Training: Training provided to impart or acquire general knowledge regarding kidney health and other disease education, and to advance the delivery of effective and high quality health care to patients.

Lobby Day: Educational event held in a public area – never on the treatment floor – that involves Vendor and patient participation.

Vendor: Persons or organizations that provide, or seek to provide, goods or services directly to DaVita patients, DaVita teammates, or DaVita or one of its affiliated entities.

POLICY:

1. DaVita will not allow Vendors to access DaVita dialysis facilities to:
 - a. Reward or induce the purchase, lease, or referral of any items or services which may be reimbursable by government health care programs; or
 - b. Sell or market their products or services.
2. Vendors may access DaVita's facilities to:
 - a. Repair or perform maintenance on equipment that DaVita has purchased or leased from the Vendor;
 - b. Provide Educational Trainings to Teammates in accordance with DaVita's *Vendor Training for Teammates* policy;
 - c. Participate in Lobby Days in accordance with DaVita's *Vendor Training for Patients* policy; or
 - d. Perform other activities as approved of in advance by Clinical Operations.
3. Vendor must:

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- a. Schedule their visits in advance with the Facility Administrator or designee;
 - b. Sign the Facility Visitor Log in accordance with the *Facility Visitation* policy;
 - c. Be accompanied by a Teammate at all times;
 - d. Not access the treatment floor (except if necessary to access a conference room) or protected health information maintained by DaVita; and
 - e. Immediately leave the facility, if requested to do so by the staff.
4. Vendors may only provide gifts and meals to teammates, physicians, and patients as permitted by DaVita's *Gift* policy.

Teammates are expected to report possible violations of this policy and procedure. You may make your report to an appropriate DaVita manager or to the Corporate Compliance Hotline (888-458-5848 or DaVitaComplianceHotline.com). DaVita has a Non-Retaliation policy and will not tolerate any form of retaliation against anyone who files a Compliance report in good faith. Reports can be made anonymously or you may request confidentiality. Questions regarding this policy should be directed to the QUESTionLine at 855-687-9645 or QUESTionLine@davita.com.