



March 17, 2020

Dear Valued Vendor,

Effective immediately (March 17, 2020), external vendors will NOT be allowed in Phelps Health facilities, including the hospital, all clinics and satellite locations, to help reduce the spread of the Coronavirus Disease (COVID-19) throughout the community.

No external vendor will be permitted to visit Phelps Health facilities unless the visit is completely necessary, approved in advance and directly affects patient care. This includes in-person sales demonstrations and meetings as well as deliveries of food, flowers and other items. Vendors should contact their designated point of contact at Phelps Health about making arrangements to visit beforehand.

These restrictions will be in place until further notice. Visit Phelps Health's social media pages and website – phelpshealth.org – for the latest updates.

The decision to restrict outside vendors was not easy and was made only after careful consideration. Phelps Health remains committed to protecting the health and safety of its patients, staff and visitors.

Thank you for your cooperation during this time and for helping reduce the risk of spreading COVID-19 and other respiratory illnesses.

Sincerely,

Michael Barton
Director of Supply Chain Management
Phelps Health