
Example EHR Vendor Requirements for Washington State Indian Health Care Providers Overview

The AIHC provides advocacy and technical assistance to Indian health care providers (IHCPs) in maximizing their benefits and rights when entering into agreements with electronic health record (EHR) vendors. PLEASE NOTE: the attached “Example EHR Vendor Requirements for Washington State Indian Health Care Providers” document and this overview are intended for information purposes only. Carefully review the legal disclaimer below.

The purpose of the “Example EHR Vendor Requirements for Washington State Indian Health Care Providers” is to demonstrate an approach IHCPs can use to outline detailed requirements they will use to accept or reject the services and products of an EHR vendor. Furthermore, the document is intended to hold EHR vendors accountable by including the document, completed and signed by the vendor, as part of the EHR agreement/contract if such an agreement/contract is signed by the IHCP with the vendor.

The document is an example only. The listed requirements are representatives of requirements that may or may not apply to any given IHCP. IHCPs need to thoroughly assess their own needs and include all the requirements that apply to their unique programs and services and delete anything that does not apply.

Example process for an IHCP to utilize the “Example EHR Vendor Requirements” and choose a vendor:

- 1) Review the “Example EHR Vendor Requirements for Washington State Indian Health Care Providers” and evaluate whether the document would be useful;
- 2) If the IHCP considers using the example document, the IHCP should coordinate with their legal counsel as early as possible in and throughout the entire process;
- 3) Thoroughly assess the IHCP’s unique needs to list and detail accurately all their specific requirements and edit the document accordingly;
- 4) Send the document to EHR vendors they are considering;
- 5) Review vendor responses to determine whether the vendors sufficiently meet the IHCP’s requirements;
- 6) Once a vendor is selected, ensure that there is a clause in the primary agreement with the EHR vendor that states that in the event of any ambiguity or conflict arising between the terms within their final EHR Vendor Requirements document and those of the EHR agreement/contract, that the terms of their EHR Vendor Requirements shall prevail between the parties except as otherwise provided by applicable law; and
- 7) If a contract is signed with the vendor, attach the vendor’s completed requirements document to the contract.

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