

Legacy Health

FAQ's – Legacy Health Vendor Vaccine Requirement – Updated 10.20.21

1. Question: Who is considered a Legacy Health vendor?

Answer: The term “vendor” is being used here for anyone who is a business partner and who enters or has the potential for direct or indirect exposure to patients and staff in any of our Legacy Health facilities. Vendors are therefore **NOT:**

- Patients
- Patient Visitors
- Physicians (or anyone who is credentialed by the Medical Staff Office)
- Employees
- Students
- Volunteers

2. Question: Who needs to be vaccinated and what is the deadline?

Answer: All vendors who will be working on-site at any Legacy location will need to be vaccinated – your complete dosing regimen must be completed by 9/30/2021 (final dose by this date). There are no exceptions. We expect all vendors to get the COVID vaccine, provide backup support or arrange virtual support.

3. Question: How is Legacy Health managing and monitoring the vendor access and vaccination requirement?

Answer:

- (1) Legacy's preferred verification process utilizes a third-party vendor credentialing system called Green Security. Sign up at www.greensecurityllc.com. The vendor will have a hard badge to support easy screening at our sites.
- (2) If a vendor has not completed the Green Security process, then vendors can show proof of vaccine at entry and complete a short form (via QR code) at the approved screening stations at the hospitals (or at the front desk in clinics).
- (3) Some vendors (e.g., traveling nurses under the Aya program or contracted dialysis RN's) are managed through a pre-verification process with the company. Additionally, construction vendors will be managed through the Legacy Design and Construction department. Contact supplychainconciierge@lhs.org for details or questions.

4. Question: Where should I enter the facility? Do I need to be screened for COVID symptoms and vaccine requirements?

Answer: Yes, COVID screening is required for all individuals. For vendors, you will also be screened for the COVID vaccination. Until the COVID vaccination order is lifted, we ask vendors to enter through these locations (check in at the reception desk if you must visit a clinic; after-hours clinics visits will have alternative methods.) Keep proof of vaccination on you via the CDC card or a photo on your phone in case it is needed:



Location	Hours*
Emanuel - Atrium	0500-1930
Randall Childrens- Main	0500-2100
Unity-Main	0500-2100
Good Samaritan - Main Lobby	0500-2030
Meridian Park – North Entrance	0600-2030
Mount Hood Main Lobby	0600-1630
Silverton- Main Lobby / ED	24/7
Salmon Creek- Skybridge	0500-2030

*After-hours, we ask vendors to report to the Emergency Department for screening.

5. Question: What is Green Security? And do I have to sign up for Green Security?

Answer: Green Security is the vendor credentialing system Legacy Health has partnered with to oversee our vendor management program. Most vendors are required to enroll in Green Security (greensecurityllc.com). You may contact Green Security directly at credentials@greensecurityllc.com or by calling (716) 898-0615.

If you have a question, send an email to supplychainconciierge@lhs.org for direction. Here is an overview of the vendor types / roles setup in Green Security:

A. Level 2A – Non-Clinical Contractor

- o Facilities and Construction contractors e.g., HVAC, Flooring, plumbers, electricians, internal deliveries
- o \$69.95 (annual fee per individual rep) + one-time \$20 hard-badge fee
- o Vendor must wear company badge (name and company) and Green Security badge each visit (may need to show approval via smartphone); vendor may also have Legacy-issued badge if approved for door access



B. Level 2A Minority / Small business Contractor (certified)

- o Services provided must fall into the 2A Contractor requirements above
- o \$39.95 (annual fee per individual rep) + one-time \$20 hard-badge fee

- o Must submit proof of minority/small business certification to Green Security
- o Vendor must wear company badge (name and company) and Green Security badge each visit (may need to show approval via smartphone); vendor may have Legacy-issued badge if approved for door access



C. Level 2B (Non-Clinical Vendors)

- o Sales and service representatives who do not enter clinical, procedural, patient care or restricted access areas.
- o \$275 (annual fee per individual rep) + one-time \$20 hard-badge fee
- o Vendor must wear company badge and Green Security badge each visit (or show approval on smartphone); vendor may have Legacy-issued badge if approved for door access



D. Level 3 - Clinical Vendors/Contractor

- o Sales and Service Representatives that access clinical, procedural, patient care or restricted areas or may work directly with patients (e.g., Ortho/Spine Reps, Medical Equipment Repair Technicians, DME / orthotics vendor, neuromonitoring vendor, non-clinical temporary staff, etc.)
- o \$275 (annual fee per individual rep) + one-time \$20 hard-badge fee
- o Vendor must wear company badge and Green Security badge each visit (or show approval on smartphone); vendor may have Legacy-issued badge if approved for door access



E. Level 4 – Temporary Staff / Contract labor

- o \$275 (annual fee per individual rep) + one-time \$20 hard-badge fee
- o Vendor must wear company badge and Green Security badge each visit (or show approval on smartphone); vendor may have Legacy-issued badge if approved for door access
- o Any contracted physicians / providers (e.g., PA's) will be credentialed through the Medical Staff Office



F. Vendor Guest - Limited Basis

- o No Cost (up to three (3) visits per year allowed)
- o Credential requirements: Limited screening against facility internal watchlist, possible matches on the National Sex Offender database, and automated tracking for exceeding policy limits (done in the Green Security system)
- o COVID vaccine screenings required at the hospital front entrance.
- o Vendor must have company badge and print off Green Security paper badge each visit (or show approval on smartphone) **note that Legacy has paused on printing the Green Security paper badges while screeners are on site (each person will receive a screening sticker upon arrival at any of our hospitals)*



6. Question: I am a physician who is contracted for clinical services, do I need to go through Green Security?

Answer: Any physician who is credentialed through the Legacy Health Medical Staff Office does not need to be registered in Green Security. If your business or service is not under the oversight of the Medical Staff Office, then Green Security is required. If you have any questions, you may contact the Medical Staff Office at: (503) 413-8057.

7. Question: Why do I (my company) need to pay for this?

Answer: Credentialing of vendors is important for safety and to ensure those doing business with Legacy are meeting our requirements. Green Security manages background checks which is a standard hospital procedure. The COVID vaccine requirement is also required by both Oregon and Washington and is for the benefit of keeping you, our patients, and our employees safe. This is a requirement for doing business with Legacy and the cost is to be borne by the vendor, not passed onto Legacy.

8. Question: Will drivers/couriers/delivery drivers not entering facilities, but possibly interacting with staff during their delivery be required to enroll in Green Security and show proof of vaccination?

Answer: We ask that all our vendors be vaccinated. Legacy Health will not be monitoring vaccination status of those delivering to the MSO dock, external kitchen delivery locations / docks, linen delivery docks, main entrance front desks or emergency department front desks. All other deliveries that require access into the hospital require vendors to be vaccinated.

9. Question: Are vendors being granted exceptions for Medical or Religious reasons?

Answer: There are no exceptions for vendors. It is expected that the vendor will get vaccinated, find alternative coverage, or find a way to support Legacy in a virtual manner.

10. Question: Doesn't asking me about my vaccination status affect my HIPAA rights?

Answer: No, asking for vaccination status is not a violation of HIPAA. Vaccination status is not considered PHI.

11. Question: If I have a "temporary or interim backup" during vacation or due to illness, will each backup be required to pay an entire year's worth of Green Security fees?

Answer: Backups must go through Green Security. If your backup is onsite less than 3 visits per year, they can use the Guest Pass option in Green Security, which is no charge. However, they will need to show proof of vaccination (card or photo) - enter through the preferred entrance (noted in question 5).

12. Question: How will a Legacy employee verify that a vendor rep has the appropriate credentials for their access level and has provided proof of vaccination?

Answer:

We plan to screen vendors at our screener stations as noted in Section 5. Paper badges do not need to be worn at this time – wear your company badge and Green Security hard badge.

13. Question: For reps who are not vaccinated, what are the steps to continue patient care?

Answer:

- A. Get vaccinated and upload a picture of your CDC approved vaccination record into Green Security.
- B. Rep / vendor to find a backup rep to cover Legacy requirements (like they would for vacations).
- C. Partner with Legacy clinical teams to utilize technology for virtual service, as necessary.

17. Question: Why are you requiring more vaccinations (or requirements) than just COVID through Green Security?

Answer: Vendors and Contractors have always been required to meet the CDC/OSHA Health Worker onboarding. This includes TB, Tdap, MMR, Varicella, Hep B, respirator status. We are just now tracking the requirement in Green Security for the level 2A/2B vendors. We are giving a grace period for the 2A/2B vendors to get these documents uploaded and they will not be required by the September 30th date. We will be reviewing our entire vendor management program in the near future to finalize the expectations.

18. Question: What if I have questions regarding this FAQ document?

Answer: Please email Supply Chain Concierge (supplychainconcierge@lhs.org) or call 503-414-8555 (hotline is only managed M-F, 0730 – 1630) with any questions regarding the vendor vaccination requirement. Questions regarding how to sign up through Green Security or issues using their system you may contact Green Security directly at credentials@greensecurityllc.com or by calling (716) 898-0615.