

DOCUMENT TITLE	Supplier Diversity Policy				
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PROCESS OWNER	Linda Neidre, Principal, Procurement			EFFECTIVE DATE:	1/1/2025
EXTERNAL SHARING	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>		PRINTING ALLOWED	Yes
SHARE WITH	Regulatory Agencies <input checked="" type="checkbox"/> Clients <input checked="" type="checkbox"/> Other <input checked="" type="checkbox"/>				

SUPPORTING DOCUMENTATION	
Document #	Document Title
845-PD-1522	Procurement Procedure
845-RD-1560	Procurement Process
	Vendor Validation Self-Certification Form
(GD)Guide=Overview (PL)Policy=Rule (PD)Procedure=Action (FD)Flow Diagram=Visual (WI)Work Instruction=Details (FM)Form=Predefined	

REQUIRED APPROVALS	
Approvers' Signature and Approval are recorded electronically and stored via Compliance 360 (C360).	
Approvers	Title
Linda Neidre	Principal, Procurement
Alex Rivera	Principal, Pharmacy and Vendor Contract Management
Rod Wade	VP, Contract Management
Andrea Koerber Dixon	Director, Proposals and Sales Operations

***C360 Approval Audit Record:** Initial Audit Record inserted by Process Management before document is finalized and published. If document renewal, additional annual audit records included on the last page.
- v1.0 Approval Sign-off -

DOCUMENT DEFINITIONS (When using definition in document Capitalize First Word)	
Word/Term	Definition
MedImpact	MedImpact Healthcare Systems, Inc., and its subsidiaries and affiliates.
Supplier	A third party entity that provides goods and/or services to the Organization.
Diverse Suppliers	A business that is at least 51% owned and operated by an individual or group that is part of a traditionally underrepresented or underserved group.
Procurement Department	The department at MedImpact that serves as the primary point of contact when goods and services need to be procured through a Supplier. Procurement performs category management and facilitates Supplier validation and strategic sourcing before a contract is negotiated and finalized by Contract Management. Overseen by the Vice President of Contract Management.
Contract Management	The department at MedImpact responsible for managing the negotiation of contracts with MedImpact (or any of its subsidiaries and/or affiliates) as a party to the contract. Overseen by the Vice President of Contract Management.

For the latest version **ALWAYS** check the Process Library

Policy Statement

At MedImpact we believe that supplier diversity provides us with a significant position of strength with which to perform in the marketplace. We are proud of our strategic alliances with Diverse Suppliers and enthusiastically embrace the clear vision and mission which guides our diversity initiative.

1. Our Vision

Our vision is to include supplier diversity in all contracting and procurement initiatives within the corporation to enhance the growth and development of Diverse Suppliers.

2. Our Mission

To integrate and implement a measurable and high-quality supplier diversity process into all purchasing activities.

3. Our Objective

Promote sourcing of services and goods from high-performing Diverse Suppliers by:

- Assisting Diverse Suppliers in becoming performance leaders in their industries
- Enhancing the economic vibrancy of the communities served by MedImpact
- Providing focus on diversity as a competitive asset in a performance-based business environment
- Monitoring program effectiveness and providing feedback
- Focusing our efforts to meet both MedImpact and client requirements

4. Statement of the Policy

MedImpact recognizes the importance of supplier diversity and is committed to ensuring that it is an integral part of our strategic sourcing and procurement processes. We believe that the success of the organization and society depends on enabling Diverse Suppliers to share in the nation's economic growth. Our commitment is to maximize Diverse Suppliers' participation through the development of mutually beneficial business relationships with these Suppliers.

MedImpact is committed to providing opportunities to certified Diverse Suppliers to participate as partners and suppliers of goods and services as part of our procurement process. Our policy of encouraging and assisting Diverse Suppliers reflects our commitment to diversity and the communities where we work and live. This commitment is endorsed by the highest levels of management.

MedImpact recognizes the positive impact that supplier diversity has on the community. Therefore, we understand that when Diverse Suppliers flourish and prosper, the communities they serve share the benefits. And when our communities succeed, we all win.

5 Implementation Process

5.1 Get started

Diverse Suppliers looking to partner with MedImpact through our Supplier Diversity Program follow the steps below:

1. Diverse Suppliers complete the Vendor Validation Self-Certification Form provided by the Procurement Department. The Vendor Validation Self-Certification Form was developed to help MedImpact gather basic information about Suppliers including the goods and services that they offer and their diverse status. This is a resource for the sourcing team.
2. Diverse Suppliers are encouraged to include any brochures or marketing material when returning the completed Vendor Validation Self-Certification Form along with a copy of their Diverse Supplier certification.
3. Diverse Suppliers' materials are reviewed by Procurement and stored in MedImpact's Supplier database.
4. When Procurement identifies a need for the Diverse Suppliers' goods or services, a member of the sourcing team will contact them with information regarding the next steps.
5. Diverse Suppliers' information remains in our database for future requests from MedImpact's stakeholders.

5.2 What We Look for in Diverse Suppliers

1. Quality – MedImpact sets high standards of performance for itself. We expect the same from our Diverse Suppliers in areas such as quality, responsiveness, and service commitments. We request that Diverse Suppliers provide examples of excellence in their business, such as awards, certifications, etc. as applicable.
2. Customer Focus – MedImpact seeks Diverse Suppliers who will meet and/or exceed customer service goals and objectives.
3. Cost Savings – MedImpact appreciates Diverse Suppliers who continually look for cost efficiencies.
4. Innovative Business Solutions – MedImpact works with Diverse Suppliers who not only employ continuous process improvement efforts but look for ways to offer new, innovative, and/or more efficient products and services.
5. Technology – MedImpact looks favorably on Diverse Suppliers who take advantage of the use of technology to maintain a competitive edge.

5.3 What Diverse Suppliers can Expect from Us

1. Information – MedImpact provides Diverse Suppliers with as much information as possible on how our purchasing process works, as well as the specific requirements of a project.
2. Fair & equitable treatment – MedImpact’s processes are set up to ensure equal and fair treatment to Diverse Suppliers so that they fully participate in the purchasing and contracting process.
3. Feedback – MedImpact will provide feedback regarding performance and other business issues.

5.4 Who can Apply

MedImpact’s Supplier Diversity Program includes any of the diverse business classifications listed on our Vendor Validation Self-Certification Form (see Appendix A).

6. Employee Training and Education

MedImpact’s Procurement Department works with sourcing teams to help them increase supplier diversity participation within the products and services they procure for the company.

7. Conclusion

MedImpact continues to improve and grow its business, thus the ongoing need for Suppliers. This program represents an opportunity to create economic opportunity and at the same time enhance both our business and Diverse Supplier’s business.

Business Unit Leader	Rod Wade, VP Contract Management
Process Owner	Linda Neidre, Principal, Procurement
Add'l Responsible Party (optional)	n/a

RELATED EXTERNAL REFERENCES (Use of Links to external references requires additional maintenance of document to ensure accuracy – Use this sparingly)	
Name	Link

CHANGE HISTORY / VERSION CONTROL	
Version	Comments
1.0	Creation of NEW Document (L. Neidre 1/25)

* *Annual Review Approval Audit Records – no document content updates made:* Audit Record inserted by Process Management before document is finalized and published.

- Annual Review Sign-off -

Appendix A: Small Business Section of the Vendor Validation Self-Certification Form

Size/Classification

In order for MedImpact to be compliant with the Federal Government guidelines it is imperative that new (potential) and existing vendors confirm their business size and classification by completing and returning this form to Procurement@medimpact.com.

Section 3	
Vendor Name	
<p>Vendor business size classification. Check ALL areas that apply to your business.</p>	<p><input type="checkbox"/> Small Business (including ANC and Indian tribes)</p> <p><input type="checkbox"/> Small Disadvantaged Business</p> <p><input type="checkbox"/> HUBZone Small Business (certified by SBA)</p> <p><input type="checkbox"/> Women Owned Small Business</p> <p><input type="checkbox"/> Veteran-Owned Small Business</p> <p><input type="checkbox"/> Service-Disabled Veteran-Owned Small Business</p> <p><input type="checkbox"/> Women Owned Business</p> <p><input type="checkbox"/> Minority Owned Business (List ethnicity: _____)</p> <p><input type="checkbox"/> Disabled Owned Business</p> <p><input type="checkbox"/> Non-profit</p> <p><input type="checkbox"/> Other: _____</p> <p><input type="checkbox"/> None of the above</p> <p>Please provide certification of the above.</p>

Vendor number of employees

Primary NAICS code

You may wish to review the definitions for the above categories in the Federal Acquisition Regulation 19.7

or 52.219-8 (www.arnet.gov/far). If you have difficulty ascertaining your size status, please call

1-800-U-ASK-SBA or refer to SBA's website at <https://www.sba.gov/contracting/getting-started-contractor/make-sure-you-meet-sba-size-standards/table-small-business-size-standards>

Signature

Under 25 USC. (645(d)), whoever misrepresents the status of any concern or person as a "small business concern", a "qualified HUBZone small business concern", a "small business concern owned and controlled by socially and economically disadvantaged individuals", or a "small business concern owned and controlled by women", in order to obtain for oneself or another a contract to be awarded under preference programs established pursuant to the Small Business Act or any other provision of federal law that specifically references the Small Business Act for a definition of the program's eligibility shall:

- (a) be punished by a fine of not more than \$500,000 or by imprisonment for not more than 10 years, or both;
- (b) be subject to the administrative remedies prescribed by the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801-3812);
- (c) be subject to suspension and debarment as specified in subpart 9.4 of title 48, Code of Federal Regulations (or any successor regulation); and
- (d) be ineligible for participation in any program or activity conducted under the authority of this chapter or the Small Business Investment Act of 1958 (15 U.S.C. 661 et seq.) for a period not to exceed 3 years.

Vendor signature

Printed Name/Title

Date: _____