

The Service Bureau kindly asks that you submit ALL of the following as soon as possible and no later than FRIDAY, APRIL 9TH:

Purchases		
<p>Agreements/Contract</p> <ul style="list-style-type: none"> ❖ Signed by <u>the physician/practice and your EMR Vendor</u>: • EMR Purchase Agreement • NYS language addendum • RHIO Interface Subscription Agreement 	<ul style="list-style-type: none"> ❖ NOTE: Any paperwork associated with purchases must be the FINAL invoice and state the word “invoice” somewhere on the document. ❖ Submit invoices/receipts for the following: <ul style="list-style-type: none"> • Any purchases made with your IT Vendor that relate to your EMR System and accessories. • An <u>invoice breakdown</u> of ALL purchases made through your EMR Vendor. Each purchase made must state that it is an INVOICE. Order summaries, quotes and other purchasing information <u>will not be accepted</u> by NYS. • Any furniture/hardware purchases made to set-up and/or store your EMR system. • Any purchases made outside of your IT/EMR Vendor invoices correlating to an EMR system (ie. Laptops from Staples, printers from OfficeMax). 	<p>Miscellaneous</p> <ul style="list-style-type: none"> ❖ Make sure to include any maintenance and/or subscription costs associated with your EMR system. ❖ <u>Look through your records!</u> Anything purchased after August 1st, 2008 that is being used for or with your EMR can be submitted!
 		 