



## Sanford Health Vendor Relations and Certification Program Overview

Sanford Health values the collaborative relationships that have developed over the years with suppliers. These relationships continue to be important to the advancement of clinical practice, education, and research.

The Sanford Business Partner and Vendor Certification Program provides uniform policy and treatment for all business partners and their representatives, complies with accrediting and regulatory organizations, and provides a safe and secure environment for Sanford Health patients and staff.

You are directed to [www.Reptrax.com](http://www.Reptrax.com) to register your business representatives. The registration process should be done before you arrive for your appointment. Vendor Representatives are required to sign in at designated facility sign in locations. Sanford Identification Badges are provided at designated sign in locations. All vendors visiting Sanford locations will wear a Sanford Visitor Identification Badge at all times.

There is a nominal annual fee per company for registration. The annual fee is paid to our contracted supplier / vendor accreditation agency, Reptrax and is used to purchase third-party data, perform screening and credentialing, store compliance information and documentation, notify vendors of training, policy changes, and compliance regulations, and monitor and alert company status throughout the year. Sanford Health requires each of your representatives who interact with us to register. None of the registration fee goes to Sanford Health.

Thank you for your service to Sanford Health and your participation in this program. If you have questions or require technical assistance in completing the registration, please contact [www.Reptrax.com](http://www.Reptrax.com)