

**APPLICATION TO OFFER PUBLICIZED DISCOUNTS TO
ASSOCIATES OF BLANCHARD VALLEY HEALTH SYSTEM**

Please fax or mail completed application to BVHS Public Relations,
1900 S. Main St., Findlay, Ohio 45840 Fax: **419-423-5510**

VENDOR NAME: _____

ADDRESS: _____

CONTACT PERSON: _____

PHONE NUMBER: _____

PLEASE DESCRIBE SERVICES PROVIDED:

PLEASE DESCRIBE (IN DETAIL) DISCOUNT BEING OFFERED TO BVHS
EMPLOYEES:

HOW WILL EMPLOYEE ACCESS DISCOUNT? (SHOW ID BADGE, ETC.)

HOW LONG WILL DISCOUNT BE IN EFFECT? _____

I HAVE READ THE BVHS ADMINISTRATIVE POLICY (attached) REGARDING
ASSOCIATE DISCOUNTS AND AGREE TO ABIDE BY THE DUTIES AND
RESPONSIBILITIES OUTLINED WITHIN.

Signature & Title

Date

BLANCHARD VALLEY HEALTH SYSTEM ADMINISTRATIVE POLICY

SUBJECT:	Associate Discount Program	FILE:	
		DATE:	12/2007
HEADING:		PAGE:	1 of 3
PERTAINS TO:	BVHS	REVIEWED DATE:	
PREPARED BY:	BVHS Human Resources	REVISED DATE:	

Purpose:

The policy provides authorization for a BVHS Associate Discount Program (ADP) which provides associates with information about product and service discounts offered by various vendors. It is expressly intended to ensure that BVHS is not involved in any transactions between a provider and an associate or that the receipt of a discount is a benefit that is being bestowed by BVHS on an associate.

Policy:

1. BVHS assumes no obligation or liability and does not endorse any product or discount provided by vendors. BVHS reserves the right to revoke, deny, or disapprove any existing or applying vendor. Vendors must agree to all of the conditions set forth in this policy and subsequent revisions.
2. Vendor Duties and Responsibilities:
 - a. All businesses that wish to participate in the program must complete the vendor application form located on the website.
 - b. Any arrangements, services or products purchased with this discount are strictly between the associate, as a consumer, and the vendor. BVHS assumes no obligation for these arrangements, including payment, and does not endorse any of the organizations, services, products or programs.
 - c. The vendor must affirm that the discount offered is an added value or actual discount on the products or services.
 - d. The vendor must comply with all of the following:
 - i. At no time initiate any unsolicited contact, in any medium, with BVHS associates at work locations.
 - ii. Handle all customer service functions related to the discount
 - iii. Make the offer available to ALL BVHS associates.
 - iv. Keep BVHS updated of any potential changes.
 - v. Shall not use BVHS logos or otherwise imply that participation in the program equals endorsement by BVHS.
 - vi. Shall not offer any discount based coupled with a bid or proposal in exchange for doing business with BVHS.

3. Associate Participation:

- a. BVHS is not endorsing products or services offered by this program.
- b. BVHS is not responsible for agreements entered into between associates and service or product providers or resolving disputes arising between the parties.
- c. Inclusion of a service or product in the program is not a guarantee of quality or performance.
- d. Services and products do not constitute compensation to associates.
- e. Products and services, as well as the program itself, are subject to discontinuation at any time.

4. Prohibited Products and Services:

- a. All alcoholic beverages and tobacco products are prohibited due to the highly regulated and taxed nature of these items in the United States.
- b. The sale of lottery tickets, slot machines or other gambling related products or services.
- c. Prescription drugs and services and treatment of medical conditions may not be listed since such products and services are covered by the BVHS benefit plans.
- d. Firearms, weapons and knives.
- e. Offensive and pornographic materials

This list of prohibited items may not be all encompassing and BVHS reserves the right to refuse, revoke or not approve any vendor's discount applications.

5. Disclaimer:

The ADP web site shall include a disclaimer that "BVHS and the ADP do not endorse any of the organizations or their services, products or programs. All associates are encouraged to shop and compare price and services before signing any contract, or making any arrangements. Any arrangements, services or products purchased with this discount program are the sole responsibility of the individual associate and are strictly between the associate, as a consumer, and the vendor."