

**UAB Hospital/UAB Health System**  
Contract Summary

**Date of Submission for Review:** \_\_\_\_\_

**Amendment/Addendum Yes or No? If Yes: Original Document Number** \_\_\_\_\_

**Parties to contract: UAB Org. Num. (9 Digit):** \_\_\_\_\_

**External Party:** \_\_\_\_\_

**Purpose of contract (provide a short summary of contract):**

\_\_\_\_\_

**Term (Effective Date(s)):** \_\_\_\_\_

**Termination (explain termination penalties and other important points such as automatic renewal, etc):**

\_\_\_\_\_

**Financial Consideration (Paid or Received):** \_\_\_\_\_

**Annual amount:** \_\_\_\_\_ **Aggregate amount:** \_\_\_\_\_

**Other important points/considerations the reviewer may want to know:** \_\_\_\_\_

\_\_\_\_\_

**I have reviewed and recommend contract for approval and I am the individual with primary responsibility for contract.**

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(E-mail/Phone Number)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Department/Campus Address)

*To be completed by UAB Hospital Contracting and Sourcing Department*

Contract Type (Supply, Service, Maintenance, Equipment)	
Is UAB receiving or providing goods/services?	
Termination Penalty? If yes, describe	
Out Clause? If yes, describe	
Does Contract Auto Renew?	
For how long is pricing firm?	
Has pricing been compared to GPO contract (if applicable) and/or benchmarked?	
Is the procurement/provision of equipment related to this contract?	
Is equipment or service included in the price?	
For service is this a potential REMI item?	
If lease, has lease analysis been performed? (attach)	
Is UAB addendum and Confidentiality language included or incorporated?	

**UAB Hospital**  
Contract Review  
Routing Form

**Once you have reviewed the attached agreement, please initial and date. Please forward the agreement to the NEXT office on the list.**

Initials/Date

\_\_\_\_\_ Assistant/Associate Vice-President

\_\_\_\_\_ Director Strategic Sourcing, University Hospital

\_\_\_\_\_ Health System Legal Counsel

\_\_\_\_\_ *BAA Required?*

\_\_\_\_\_ Bob Taylor, AVP Supply Chain

\_\_\_\_\_ Joan Hicks, CIO, Health System Information Services

*(For any and all involving the sale, purchase, or lease of Computer software, and/or hardware)*

\_\_\_\_\_ Arpan Limdi, AVP Facilities and Capital Projects, UAB Hospital

*(For any agreements involving the sale, purchase, or lease of property or facilities)*

\_\_\_\_\_ Mary Beth Briscoe, Chief Financial Officer, UAB Hospital

\_\_\_\_\_ Anthony Patterson, Sr. Vice President, Inpatient Services Contracts Only

\_\_\_\_\_ Patricia Pritchett, Sr. Vice President, Ambulatory Services Contracts Only

\_\_\_\_\_ Chief Financial Officer, UAB Health System

\_\_\_\_\_ Reid Jones, COO UAB Health System

\_\_\_\_\_ University Contracts Office and Financial Affairs

*(Will coordinate special reviews where appropriate)*

All contracts will be returned to UAB Hospital Contracting and Sourcing Department for countersignature, storage and tracking. Scanned final documents will be emailed to the respective department leader.

Please send all email inquiries for University Hospital Contracts to UAB Hospital Contracting and Sourcing at [cboutwell@uabmc.edu](mailto:cboutwell@uabmc.edu).