

How to Get the Most Out of Your Experience: Orientation to Vendor Exhibitions

HIT: A Rural Provider's Roadmap to Quality
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Gathering Information

- Spend about 10 minutes at several diverse vendors, focusing on a short demo to learn about a range of functions.
- Use a scenario. “How do I”:
 - Review a patient’s record for a refill request?
 - Chart a short visit?
 - Request labs and review results?
 - Ensure compatibility with other systems ?
 - Obtain Training and Technical Support ?

Narrowing the Field

- Spend about 20 minutes at 10-12 vendors within your price range, in order to begin to narrow the field to 3-5 vendors that, with additional information, you will send an RFP.
- Use a scenario to focus on key areas.
- Listen to other attendee's questions and get business cards for future discussion.

Staying in Touch

- At any time after selection, spend a short time (10 minutes) at selected other vendors to learn what is new.
- Potentially spend a short time with a few niche vendors.
- Visit with you vendor for 30 minutes learning about what is new and about desired features.