Vendor Evaluation Checklist for Healthcare Providers

Use this **vendor evaluation checklist** to effectively assess healthcare providers, ensuring compliance with industry standards and quality care delivery. It helps identify reliable partners by evaluating their credentials, services, and regulatory adherence. This checklist streamlines the vendor selection process to support patient safety and operational efficiency.

Checklist Item	Description	Status (Yes/No/Notes)
Licensing & Accreditation	Is the provider licensed and accredited by relevant authorities?	
Insurance Coverage	Does the provider maintain adequate malpractice and liability insurance?	
Compliance with HIPAA	Does the provider comply with HIPAA regulations for data privacy and security?	
Range of Services	Does the provider offer the needed services and specialties?	
Staff Qualifications	Are staff credentials, experience, and training verified and up to date?	
Patient Safety Record	Does the provider have a good record of patient safety and low incident rates?	
Quality Assurance	Is there a quality assurance program in place for continuous improvement?	
Regulatory Compliance	Are they compliant with local, state, and federal regulations?	
References & Reputation	Can the provider supply references and demonstrate a positive reputation?	
Contract Terms	Are contract, payment terms, and SLAs clear and acceptable?	

Instructions: For each item, mark the status as "Yes", "No", or provide notes if clarification is needed. Use this checklist as part of your formal vendor selection and evaluation process.