



Introduction to DocuSign

What is DocuSign?


DocuSign is a system that **solves the “paper problem”** by secure, electronic transmission of information between Medical Solutions Supplier and the healthcare professionals we serve. **Use of DocuSign is fully HIPAA compliant.**

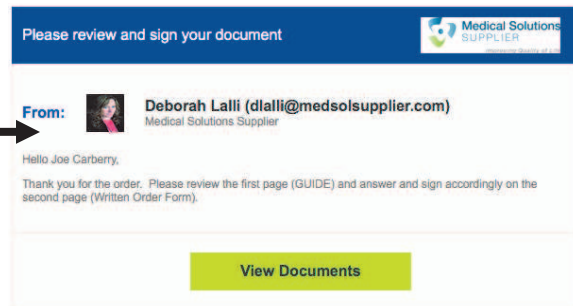
How does using DocuSign benefit your office?

Accessible anytime, anywhere, on any device, the DocuSign Global Network **replaces manual, paper-based methods, making it easier and more efficient** to submit documentation needed to fulfill an order for a pump.

How does the process work?


Five simple steps that take less than a minute will fulfill your documentation requirements to order a pump. You will:

1. **Receive an e-mail that** with “Please DocuSign this document” in the subject line. When opened, it looks like this.  Follow the prompt to “View Documents.”
2. **Agree to do business electronically** with Medical Solutions Supplier



I agree to do business electronically with Medical Solutions Supplier

3. **Depress “Review Document”**

4. **Complete the medical necessity information** using the drop downs provided. 

MEDICAL NECESSITY - Please select an answer to each question

	QUESTIONS	ANSWER
1	Does the patient have Chronic Venous Insufficiency with venous stasis ulcer?	--select--
2	If the patient has venous stasis ulcers, have you seen the patient regularly over the past 6 months and treated the ulcer with compression?	--select--
3	Has the patient had radical cancer surgery or radiation that interrupted lymphatic drainage?	--select--
4	Has the patient had malignant tumor with obstruction of the lymphatic system?	--select--
5	Has the patient had lymphedema since childhood or adolescence?	--select--

5. **Adopt and sign the order** (which transmits the document back to Medical Solutions Supplier.

NOTE: Your first use of DocuSign will prompt you to create your electronic signature.

You now have the option to download a PDF or print a copy for your records. Our team is already at work to process your order and provide a pump for your patient!

Please contact our office at 800-734-0422 if you would like further information. It is a pleasure to do business with your office and we are delighted to offer DocuSign to streamline your ordering process with Medical Solutions Supplier.