

12th Edition
September 25, 2013

HDGH/WRH Program Realignment: Ordering Moratorium & Hold on SAP Edit Requests

As TransForm SSO prepares for the realignment of programs at Hôtel-Dieu Grace Hospital and Windsor Regional Hospital, we are asking all staff to NOT access the ORMED Requisitioning application from Thursday, September 26, 2013 at Noon to Monday, September 30, 2013 at midnight. This ordering moratorium is crucial to allow for system updates related to the realignment of services at both WRH and HDGH. If you require an emergency order, please contact the TransForm Help Desk at (519) 436-1221.

Effective October 1, 2013, staff will utilize new cost centers when placing orders through the ORMED system.

As well, in order to efficiently implement the necessary changes, TransForm SSO is placing a hold on Supply Area Profile (SAP) requests for HDGH and WRH Tayfour Campus until October 1, 2013. SAP's submitted during the next 3 weeks will not be processed until after October 1, 2013.

During this time, non-Just-in-Time (non-JIT) items can be ordered as non-catalogue until Tuesday, October 1, 2013. For JIT items please ensure you have placed your orders in advance and have adequate supply of those items to last until the system updates are complete October 1, 2013. If you require an emergency order, please contact the TransForm Help Desk at (519) 436-1221.

If you have any questions, or concerns please contact Renee Cowlin at 519-437-6218 or rcowlin@procuresso.ca.