



University Medical Service Association

Dragon Medical One Order Form 3 Year Subscription only

(Fill in the green portions of this section)

Date:		Department Name:	
Bill To Address:	University Medical Service Association 12901 Bruce B Downs Blvd	Ship to Address:	[Enter the Microphone Shipping Address]
	Accounts Payable MDC 62,	City/State/Zip	Tampa, FL 33612
City/State/Zip	Tampa, Florida 33612		
Contact Name:	Candace Fahland	Contact Name:	[Enter the Ordering Persons Name]
Contact Phone:	813-974-2505	Contact Phone:	
Contact Email:	payables@health.usf.edu	Contact Email:	

STEPS TO PLACE ORDER

- Email this **Dragon Medical One & Microphone Order Form** to Nuance @:
 - Nancy.Stephens@nuance.com
 - Phone #: 888-471-3463
- Nuance will prepare an **Order Document** and send it back to the contact email address listed above
- Fill out the **Bulk Order Input Template** excel sheet (*For assistance: tdeckard@health.usf.edu*)
 - send it to accounting systems acctsys@health.usf.edu
 - You will receive a reply with a **UMSA Purchase Order** attached. (*Skip to step 4 if using this opt.*)

OR YOU CAN USE CODA

- Enter **CORPREQ** to be raised to **CORPPO**
 - 36 lines @ quantity of the # of Providers For Maintenance and
 - line 1 @ quantity of the # of Providers for the **PowerMic** or **PowerMic Mobile** (separate lines) then
 - Submit one **Invoice** to F & A payables@health.usf.edu to charge the microphones back to your Department # and
 - One invoice for each month for 36 months (you can copy month to month) to charge the maintenance back to your Department #.
 - The **Service Date** should **match** the **Expected Delivery Date** field.
 - You will receive a reply with a **UMSA Purchase Order** attached. (*36 lines/ 72 lines if PowerMic Mobile is included*)



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4. Once your **Nuance Order Document** and **UMSA Purchase Order** are received, email them to Nuance & USF Support:
 - Nancy.Stephens@nuance.com & support@health.usf.edu
 - No signature required on the **Nuance Order Document**

5. Once Order is processed, you will receive an **Order Confirmation** email

Training inquiries: training@health.usf.edu Dragon Medical One: [DMO Training](#) PowerMic Mobile: [PowerMic Mobile](#)

USF Health Nuance Price List	Monthly	3 Year Term
Dragon Description		
Dragon Medical One - 3 Year subscription (includes 1 USF Headset)	\$123.00	\$4,428.00
PowerMic Mobile - 3 Year Term Subscription (for use w/iPhone, or Android)	\$20.00	\$720.00
Microphone Description		
PowerMic Non-Scanner Microphone: Level A (A purchase of 1-10)	\$424.00	
PowerMic Non-Scanner Microphone: Level B (A purchase of 11-25)	\$381.00	

Place an "X" in the respective column to identify product being ordered

Providers Names	Dragon Medical One	PowerMic USB	PowerMic "Mobile"
	X	X	



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COMPANY:	UMSA
ORIGINATOR:*	INSTALLTD
DOCUMENT CODE:	BULKORDER
INPUT TEMPLATE:	BULKORDER
SUPPLIERCODE:*	V#####
DOC/INV DATE:*	mm/dd/yyyy
DELIVERY DATE:*	mm/dd/yyyy
DEPARTMENTCODE:	####

enter company: UMSA or MSSC

TBD

do not change

do not change

enter V# for vendor

enter date

enter date

*should be same as first line of rows below

Enter TPA/CER# in
Comments area:

COMMENTS:* enter comments

SUPPLIERELMLEVEL = 3

DEPARTMENTELMLEVEL = 2

TOTAL	\$ 4,852.00
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enter suppliers' customer #	enter 1st date of range	enter delivery date (may be same as service date)	enter	enter	enter D#	enter/do not delete/leave blank if not needed	enter/do not delete/leave blank if not needed	do not enter/pulls from other fields	enter Coda item code (must match item code in Procurement)	must be no more than 36 characters and no trailing spaces	enter	enter	calculated field
Cust Acct #:*	Service Date:*	Expected Delivery Date*	gl code*	DEPARTMENTCODE*	Provider #	Grant/Contract #	Cost Center#	LineLine/Account*	LineList/Item*	LineList/Description*	LineList/Quantity*	LineList/UnitPrice*	Extended Price (do not enter here)
	06/01/2018	06/01/2018			0			..0	EXPENDABLE EQUIP	POWER MIC	1	\$ 424.00	\$ 424.00
	06/01/2018	06/01/2018			0			..0	SUBSCRIPTIONS-STAFF	SOFTWARE LICENSE-DM ONE SUBS FEE	1	\$ 123.00	\$ 123.00
	07/01/2018	07/01/2018			0			..0	SUBSCRIPTIONS-STAFF	SOFTWARE LICENSE-DM ONE SUBS FEE	1	\$ 123.00	\$ 123.00
	08/01/2018	08/01/2018			0			..0	SUBSCRIPTIONS-STAFF	SOFTWARE LICENSE-DM ONE SUBS FEE	1	\$ 123.00	\$ 123.00
	09/01/2018	09/01/2018			0			..0	SUBSCRIPTIONS-STAFF	SOFTWARE LICENSE-DM ONE SUBS FEE	1	\$ 123.00	\$ 123.00
					0			..0	SUBSCRIPTIONS-STAFF	SOFTWARE LICENSE-DM ONE SUBS FEE	1	\$ 123.00	\$ 123.00
					0			..0	SUBSCRIPTIONS-STAFF	SOFTWARE LICENSE-DM ONE SUBS FEE	1	\$ 123.00	\$ 123.00
					0			..0	SUBSCRIPTIONS-STAFF	SOFTWARE LICENSE-DM ONE SUBS FEE	1	\$ 123.00	\$ 123.00
					0			..0	SUBSCRIPTIONS-STAFF	SOFTWARE LICENSE-DM ONE SUBS FEE	1	\$ 123.00	\$ 123.00
					0			..0	SUBSCRIPTIONS-STAFF	SOFTWARE LICENSE-DM ONE SUBS FEE	1	\$ 123.00	\$ 123.00
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					0			..0	SUBSCRIPTIONS-STAFF	SOFTWARE LICENSE-DM ONE SUBS FEE	1	\$ 123.00	\$ 123.00
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					0			..0	SUBSCRIPTIONS-STAFF	SOFTWARE LICENSE-DM ONE SUBS FEE	1	\$ 123.00	\$ 123.00
					0			..0	SUBSCRIPTIONS-STAFF	SOFTWARE LICENSE-DM ONE SUBS FEE	1	\$ 123.00	\$ 123.00
					0			..0	SUBSCRIPTIONS-STAFF	SOFTWARE LICENSE-DM ONE SUBS FEE	1	\$ 123.00	\$ 123.00
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					0			..0	SUBSCRIPTIONS-STAFF	SOFTWARE LICENSE-DM ONE SUBS FEE	1	\$ 123.00	\$ 123.00
					0			..0	SUBSCRIPTIONS-STAFF	SOFTWARE LICENSE-DM ONE SUBS FEE	1	\$ 123.00	\$ 123.00
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					0			..0	SUBSCRIPTIONS-STAFF	SOFTWARE LICENSE-DM ONE SUBS FEE	1	\$ 123.00	\$ 123.00