**ORD Example Table For Submission to Identity and Access Management (IAM) to Request Use of the VA Facility’s ORD-Approved DocuSign Envelopes**

**Date of Release: September 6, 2022**

*Questions regarding this document should be sent to* [*VHACOORDREGULATORY@VA.GOV*](mailto:VHACOORDREGULATORY@VA.GOV)*.*

**Purpose**: The following is an example table referenced in the September 6, 2022 ORD guidance: Guidance: Instructions for Use of VA DocuSign for VA Facilities Conducting the CDC Expanded Access Program: “Use of Tecovirimat (TPOXX®) for Treatment of Human Non-Variola Orthopoxvirus Infections in Adults and Children” (IND 116039/CDC #6402). This table is being provided in a Word format.

Example Table:

|  |  |
| --- | --- |
| Name of VA Facility: Central Arkansas Veterans Healthcare System | |
| ORD ID Number | 123 |
| Number of Envelopes Approved by ORD | 15 |
| Treating Clinicians and Usernames | Treating Clinicians and User Emails |
| S. Doe | s.doe@va.gov |
| A. Study Coordinator | a.studycoordinatory@va.gov |
| A. Nurse | a.nurse@va.gov |
| J. Doe | j.doe@va.gov |