

## IT SOLUTION DELIVERY LIFE CYCLE REQUIREMENTS FOR VENDORS, CONTRACTORS, AND SUPPLIERS

### A. Definitions:

*“Kaiser Permanente”* or *“KP”* means the integrated health care delivery organization doing business as Kaiser Permanente, which includes Kaiser Foundation Hospitals, Kaiser Foundation Health Plan, Inc., Kaiser Permanente Insurance Company, The Permanente Federation, each of the Permanente Medical Groups, and the subsidiaries, partners, and successors of the foregoing.

*“project”* and *“program”* means the following: a *“project”* is a planned life cycle work effort with an agreed upon start and end date in support of a defined business objective. A *“program”* is created to implement a business strategy or transformation initiative, and typically has multiple projects delivering against the strategy and closing at various times throughout the life cycle of the program. Neither a project nor a program includes ongoing operations or maintenance and support activities.

*“SOW”* means a statement of work, work authorization or similar document executed by Supplier and a KP entity describing services to be provided by Supplier to a KP entity.

*“Solution Delivery Life Cycle”* or *“SDLC”* means a consistent, flexible framework for IT solution delivery, supporting diverse implementation methodologies (e.g. Agile, Hybrid, and Waterfall).

*“Supplier”* means a vendor, contractor or supplier who is providing IT solutions to KP under one or more SOWs.

### B. Requirements.

Unless otherwise agreed in writing with KP, each Supplier that provides IT solutions to KP under one or more SOWs is required to comply with KPIT’s standard for quality IT solution delivery, based on the Solution Delivery Life Cycle and KP Policy Solution Delivery Life Cycle for Technology Projects, effective 3/8/2023. A copy of the SDLC Policy is available upon request to [SDLC@kp.org](mailto:SDLC@kp.org).

In addition, KP has developed the mySDLC knowledge portal which contains SDLC materials. KP will provide access to the SDLC Portal to those contracted Suppliers on a need-to-know basis subject to compliance with KP’s access requirements. Since projects vary by size and type, Supplier delivery teams will follow specified guidelines to determine which functional domain owner and domain-owned artifacts are necessary to validate and complete required deliverables.

If you have any questions regarding these requirements, please submit your query to [SDLC@kp.org](mailto:SDLC@kp.org).