

Department of Veterans Affairs

Memorandum

Date: August 8, 2017

From: Dr. Karen Sanders, Deputy Chief Officer, VHA Office of Academic Affiliations (OAA)

Subj: Electronic Affiliation Agreements

To: Designated Education Officers (10N1-23)

1. Effective October 1, 2017, the VHA Office of Academic Affiliations (OAA) will require that all new and updated affiliation agreements routed to VA Central Office (VACO) to be sent via PDF and carry electronic signatures.
2. The use of electronic signatures will reduce the amount of paper and be in compliance with the [Government Paperwork Elimination Act](#) (GPEA). For more information regarding VA and GPEA, refer to VA Directive 6510 "Identity and Access Management".
3. Agreements sent to OAA that require wet signatures will be returned to be converted to an electronic form. Please strongly encourage your affiliates to also use electronic signatures if they have the capability to do so.
4. Please direct the electronic forms and any questions to Ms. Joanne Pelekakis, Health System Specialist, OAA, and Ms. Yolanda Seward, Management Analyst, OAA.

Karen Sanders, MD
Deputy Chief Officer
VHA Office of Academic Affiliations