

# CODEBOOK: GIFTS FROM INDUSTRY

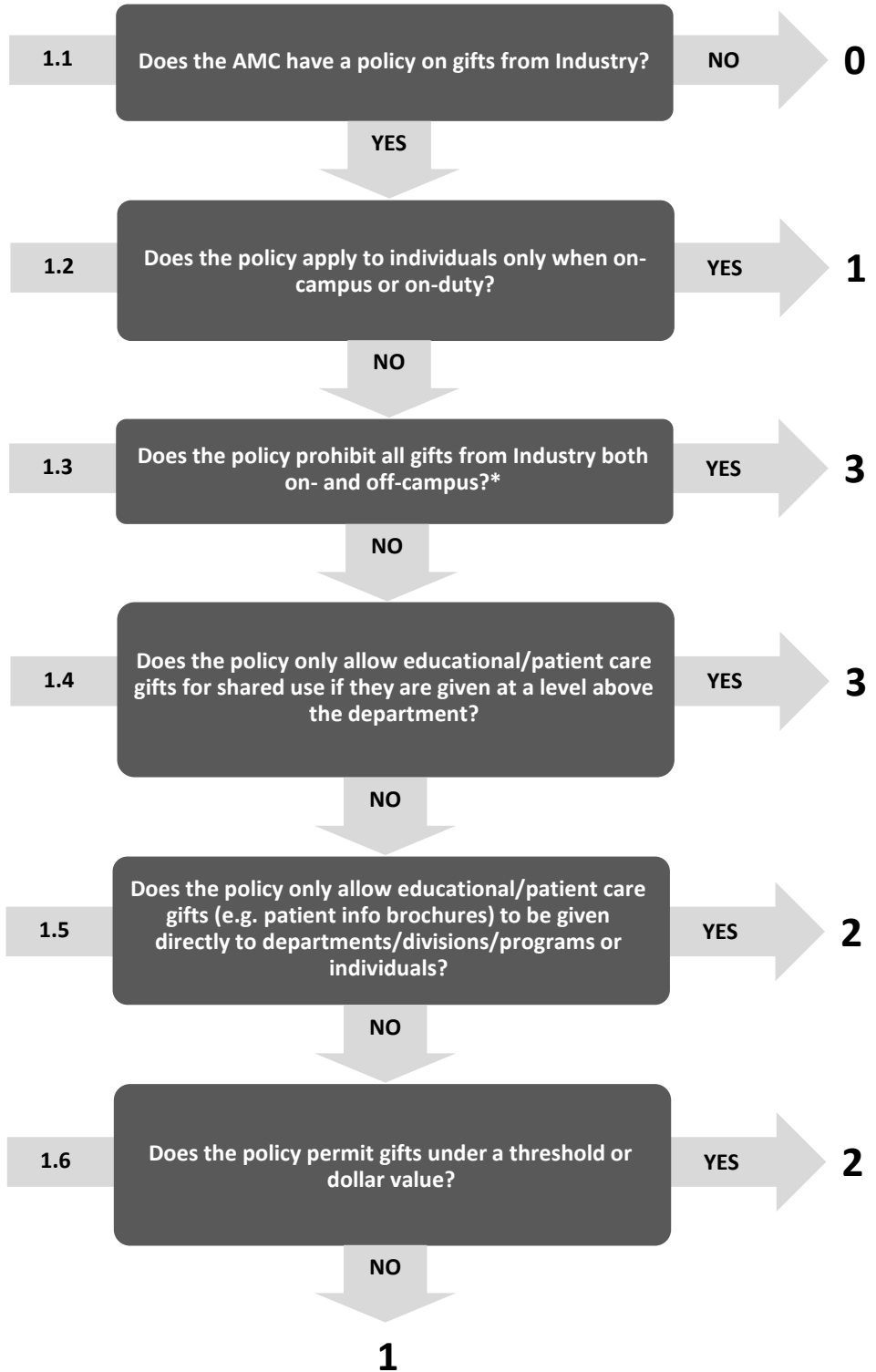
**DEFINITION:**

*Gifts are defined as any item (tangible or intangible) of any value given by Industry to a member of the AMC. It does not include gifts to patients from Industry.*

*In addition, de minimus gifts (e.g., tote bags) provided to all attendees at off-site conferences are not included in "Gifts" coding.*

**NOTE:**

*\* If the policy states that all gifts are banned, without elaborating further, it is assumed that it applies to both on- and off-campus gift acceptance.*



## CODEBOOK: MEALS FROM INDUSTRY

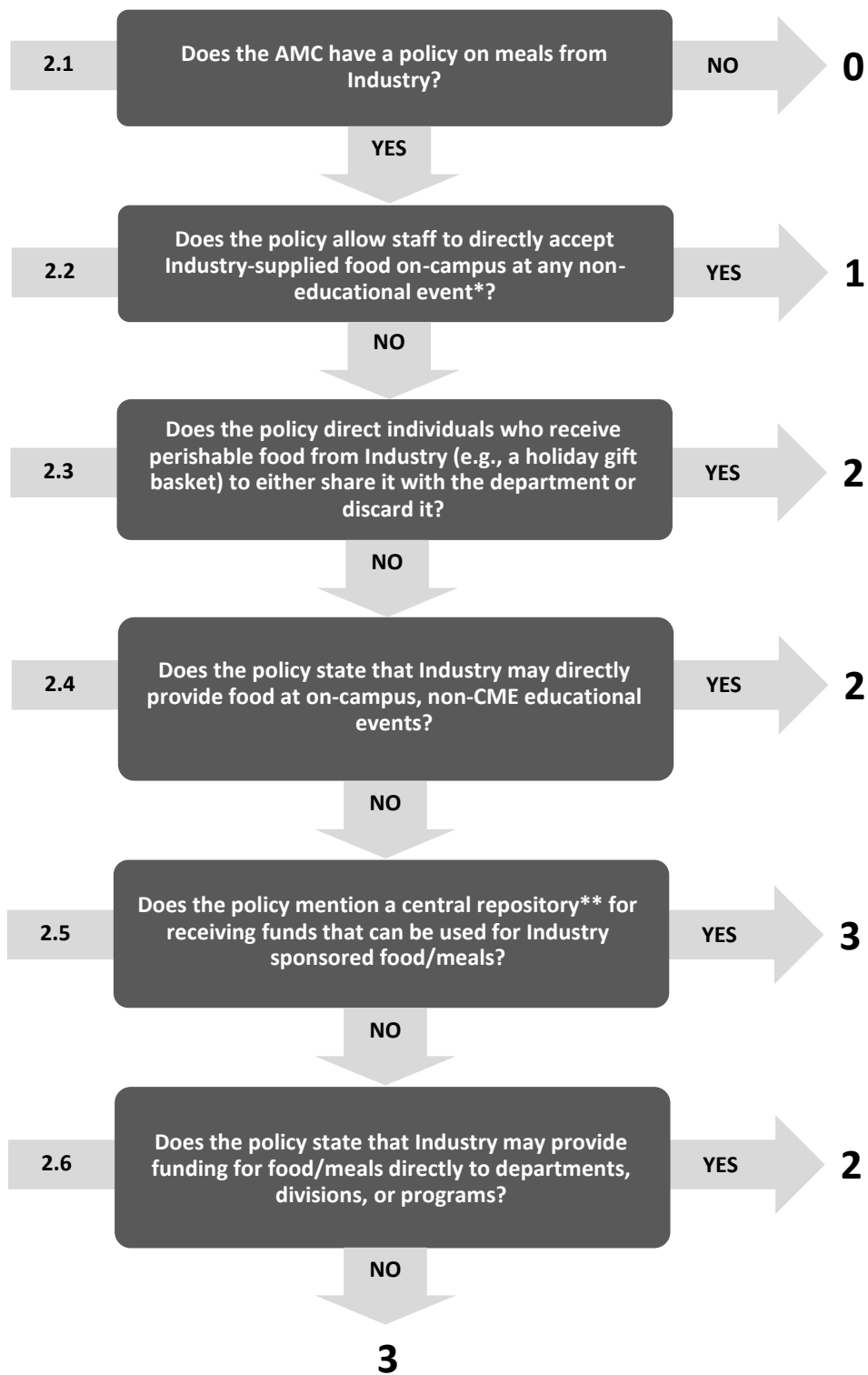
### DEFINITION:

*Meals are defined as any food or beverage supplied by Industry on the property of an AMC. It does not include off-campus meals or meals at on-campus ACCME accredited events.*

### NOTE:

*\* Even if the policy provides a dollar limit, if individuals can accept food directly from an Industry representative at on-campus, non-educational events, code the policy area as a 1.*

*\*\* In this case, a central repository has to be at a higher level than the department.*

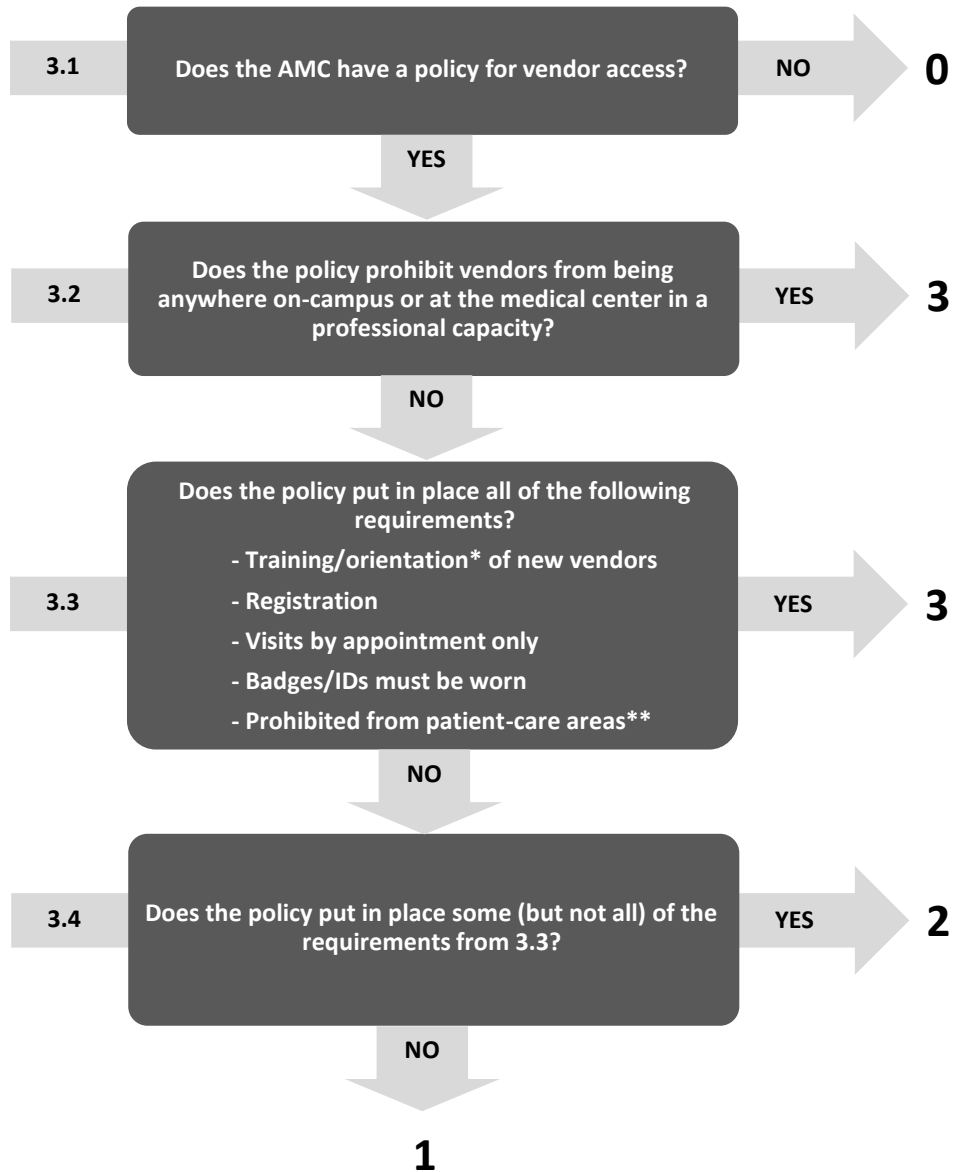


# CODEBOOK: VENDOR ACCESS TO MEDICAL CENTER

**NOTE:**

*\*Requiring vendors to sign an agreement stating that they have read and are aware of the schools policies is tantamount to training/orientation.*

*\*\*The following are excluded from coding Vendor Access: If accompanied by a physician, vendors may enter patient care areas only if it is necessary for patient care (e.g., for training on devices) or unavoidable (e.g., if individuals must pass through such an area on the way to a physician's office).*



# CODEBOOK: PHARMACEUTICAL SAMPLES FROM INDUSTRY

**DEFINITION:**

Samples include any product or device that is given by Industry to the provider/hospital free of charge and is intended for distribution to patients or for personal use. For example, "starter packs," are considered samples.

Demonstration products for patient education and products for evaluation are not treated as "samples."

**EXCEPTIONS:**

If the policy provides an exception to an otherwise blanket rule on samples, that exception may be ignored for coding purposes if:

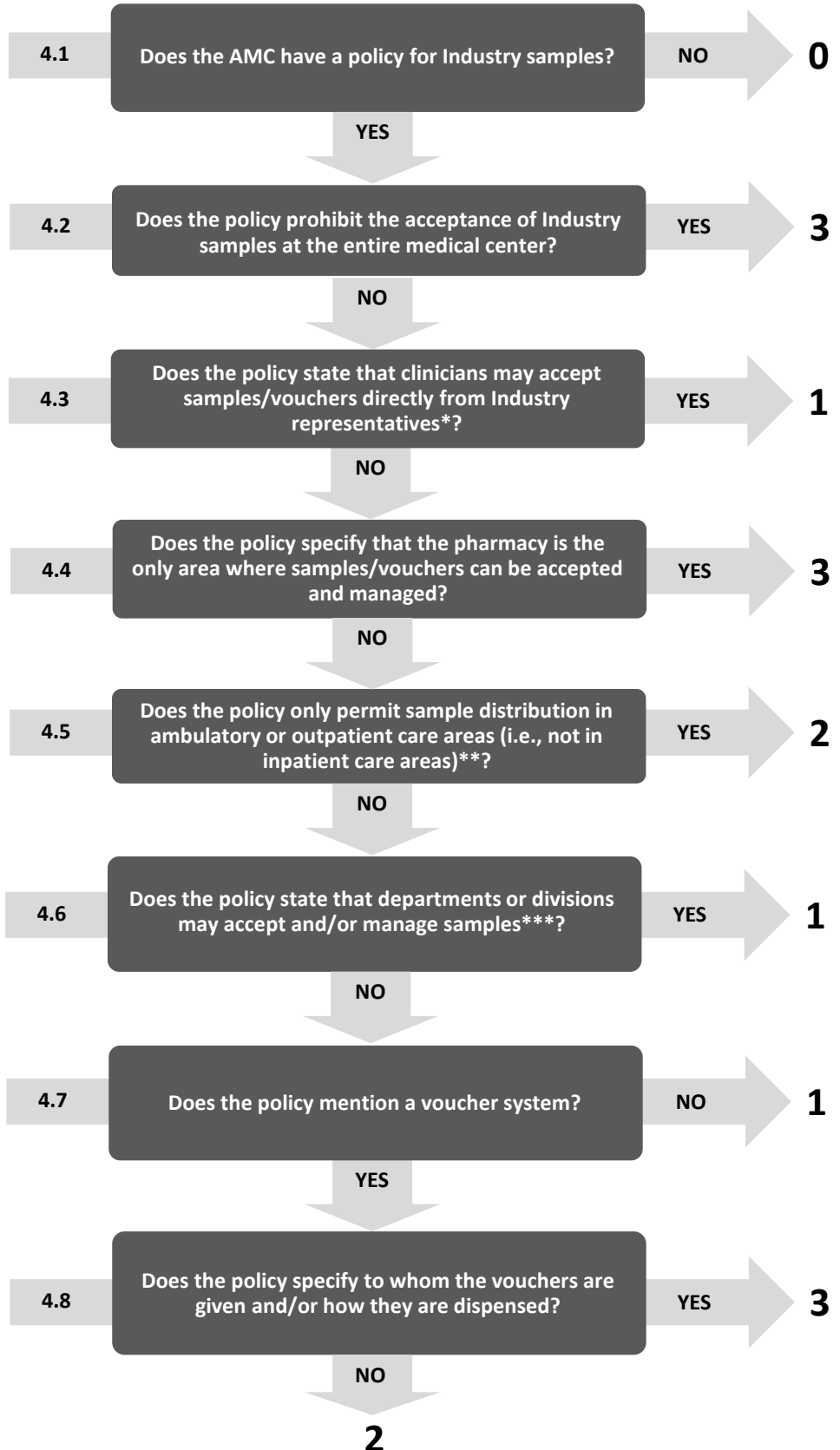
1. Specific clinics/centers are singled out in the policy (e.g., an eye clinic), or
2. The policy requires clinics/other outpatient centers to provide a reason for wanting to accept samples (e.g., for a specific population).

**NOTE:**

\*This does not apply if the policy states that a designated clinician is responsible for accepting samples.

\*\*This is often mentioned when allowing samples for low-income/indigent patients.

\*\*\*Managing samples: If samples are stored and dispensed at the department level, it means that samples are managed at the department level.



## CODEBOOK: PHARMACY & THERAPEUTICS COMMITTEE

### DEFINITION:

*P&T Committees or Formulary Committees are responsible for selecting the hospital formulary's medications and for evaluating their safety and efficacy.*

*If the policy only mentions how to regulate COI in a university committee, do not code it as P&T. The policy must specifically apply to purchasing, procurement, the formulary, and/or the school of medicine.*

*For coding purposes, non-voting individuals who provide expert opinion to the committee are excluded from this policy area.*

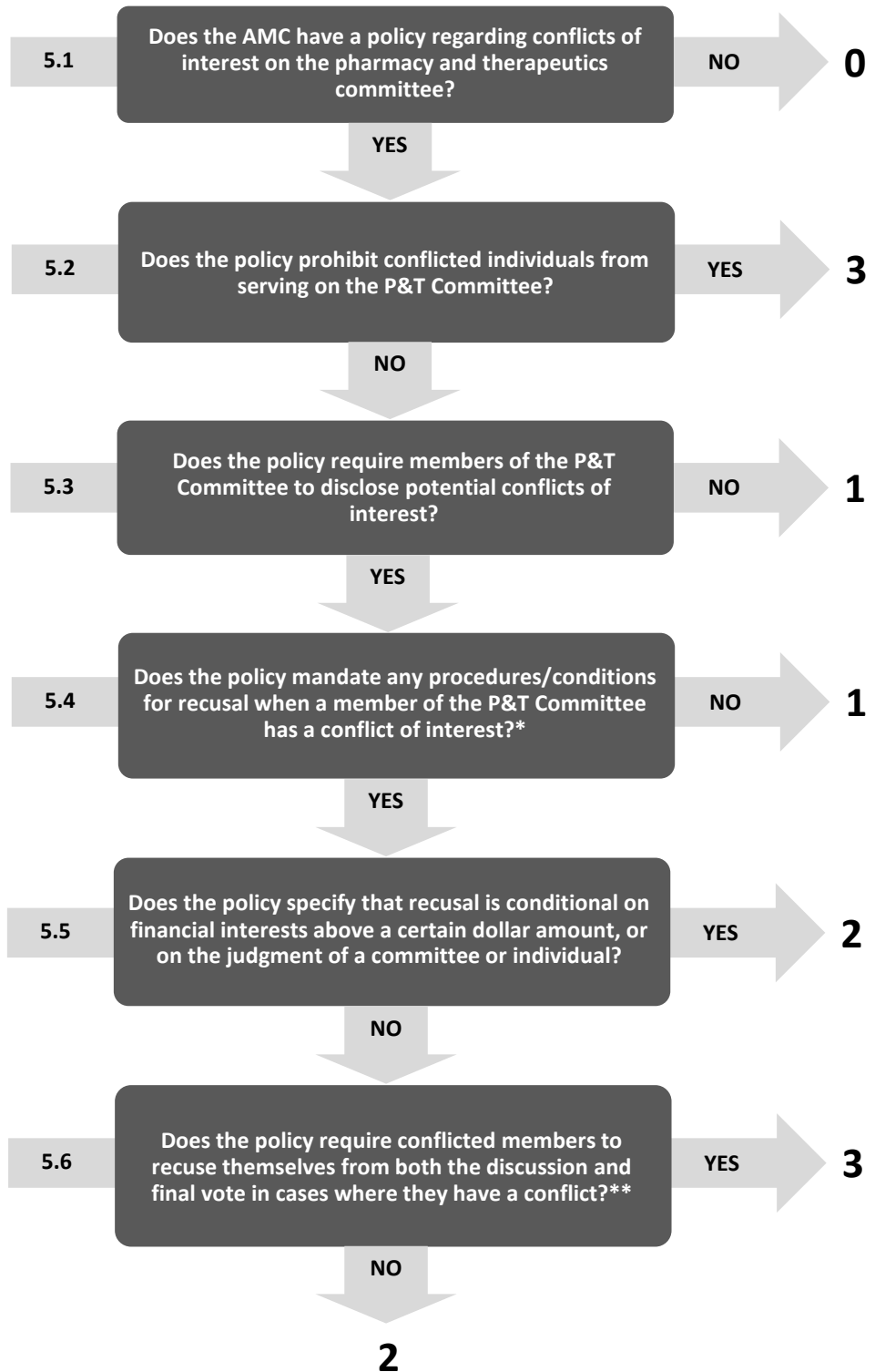
### NOTE:

*\* The policy must only mention that recusal is a possible outcome. It need not state that it will happen or exactly how it will happen.*

*\*\*Example policy language for recusal requirements:*

*Recusal from voting and discussion: "Conflicted individuals are prohibited from participating in the decision"*

*Recusal only from voting: "Conflicted individuals are prohibited from approving..."*



## CODEBOOK: CONTINUING MEDICAL EDUCATION

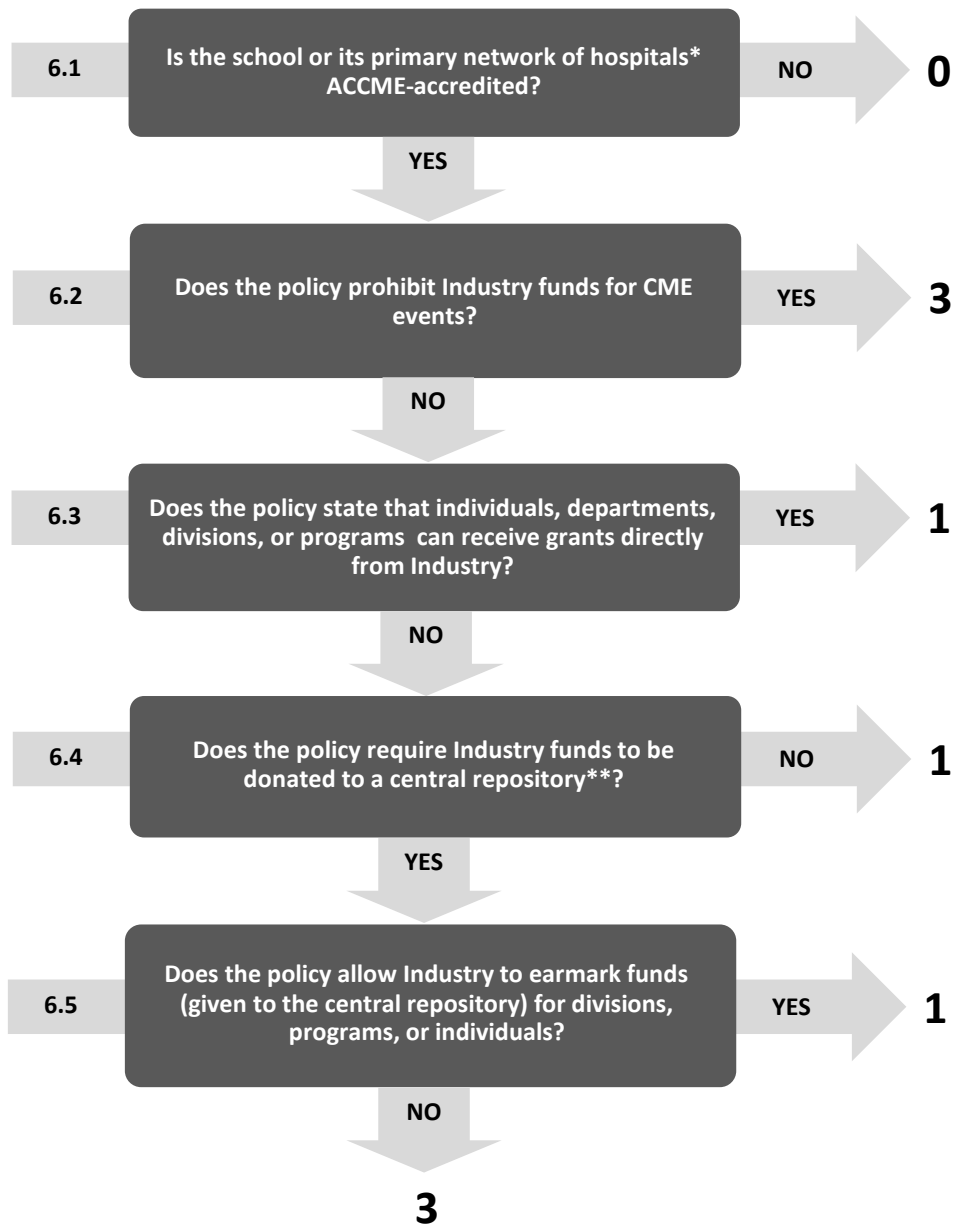
**DEFINITION:**

*For coding purposes, Continuing Medical Education (CME) refers to ACCME-accredited, on-campus CME events hosted or organized by the AMC. Funds received from Industry for CME refers to funds to host and/or organize the events and not those used by faculty, staff, or trainees to attend off-campus CME events.*

**NOTE:**

*\* If the school is not accredited, but the primary network of hospitals (e.g., health system) is accredited, only code as "yes" if the whole network--as opposed to just one hospital--is accredited.*

*\*\*A "central repository" means anything above the department level (e.g., the CME office, a "University account," the "School of Medicine foundation," etc.)*



## CODEBOOK: CONSULTING FOR INDUSTRY

**DEFINITION:**

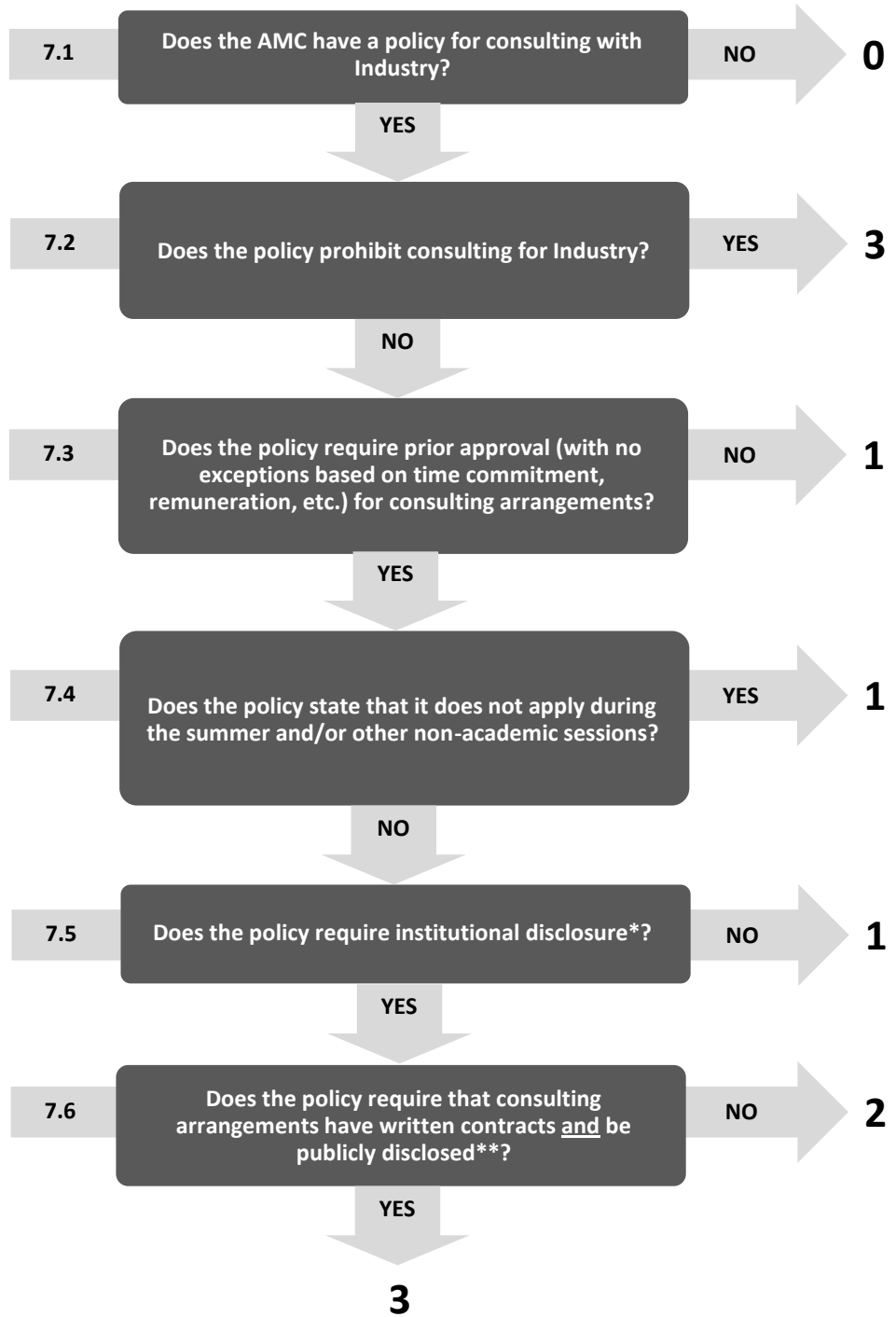
*Consulting refers to professional relationships with for-profit entities, such as the pharmaceutical or device industries, entered into by a physician outside of his or her duties as an employee of the school of medicine or hospital, often of an advisory nature.*

*Consulting is often included within the category of "Outside Professional Activities."*

**NOTE:**

*\*Requiring individuals to "advise" chairs and/or deans does not count as institutional disclosure.*

*\*\*For the Consulting category, "Public Disclosure" means disclosure via a publicly accessible website. Disclosure in presentations or papers does not count as public disclosure for the purposes of this policy area.*



## CODEBOOK: RECEIPT OF HONORARIA FROM INDUSTRY

### DEFINITION:

*Honoraria refers to compensation received from Industry for speaking or presenting at events, meetings, or conferences.*

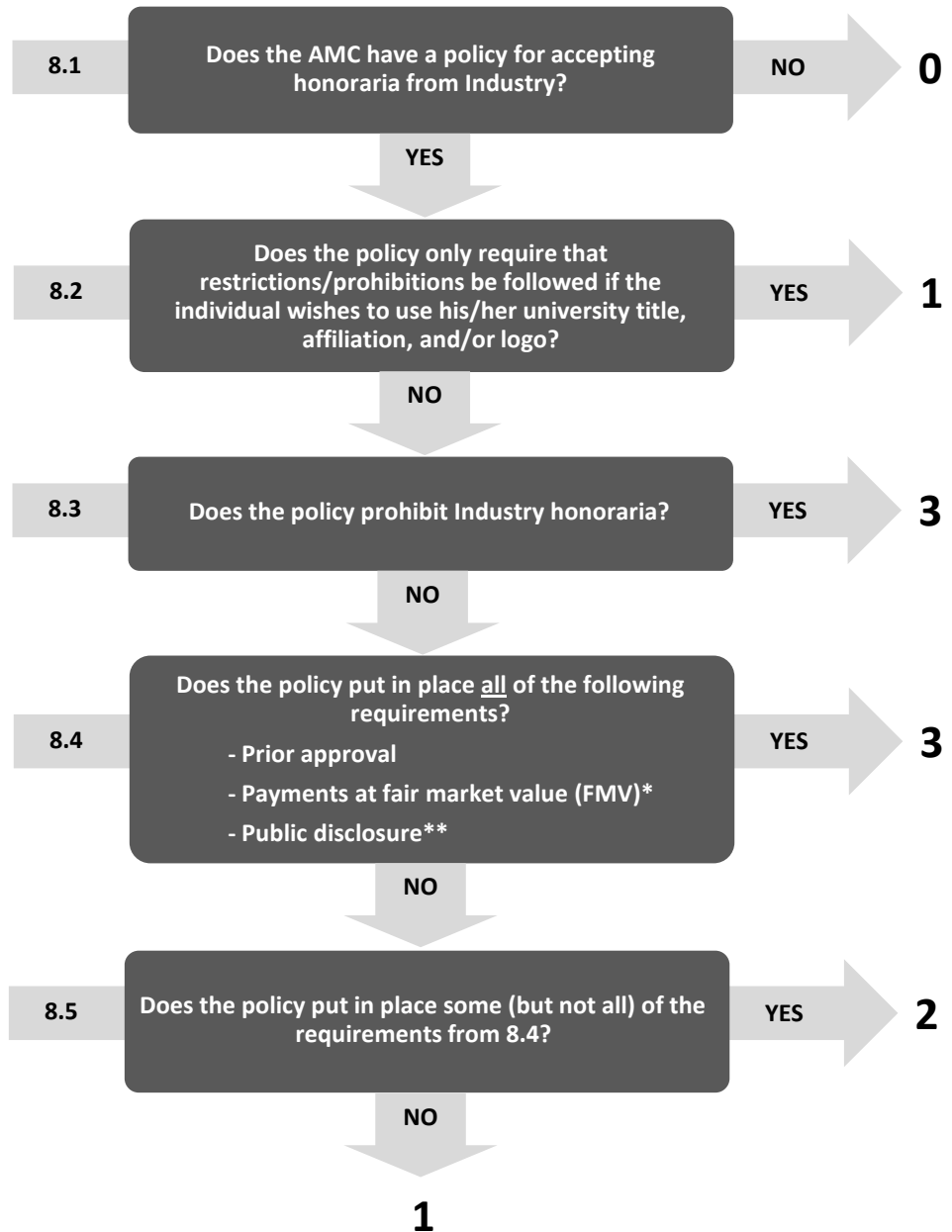
*Policies only addressing honoraria for speakers at CME programs organized by the AMC are not applicable to this category.*

### NOTE:

*\* Examples of phrases synonymous with FMV:*  
*- Explicit dollar limits*  
*- "Compensation according to professional standards"*

*Phrases that are NOT synonymous with FMV:*  
*"reasonable,"*  
*"modest,"*  
*"appropriate."*

*\*\* For the purpose of coding, public disclosure means disclosing Industry funding at the speaking event by the individual speaker.*





## CODEBOOK: TRAVEL PAID FOR BY INDUSTRY

### DEFINITION:

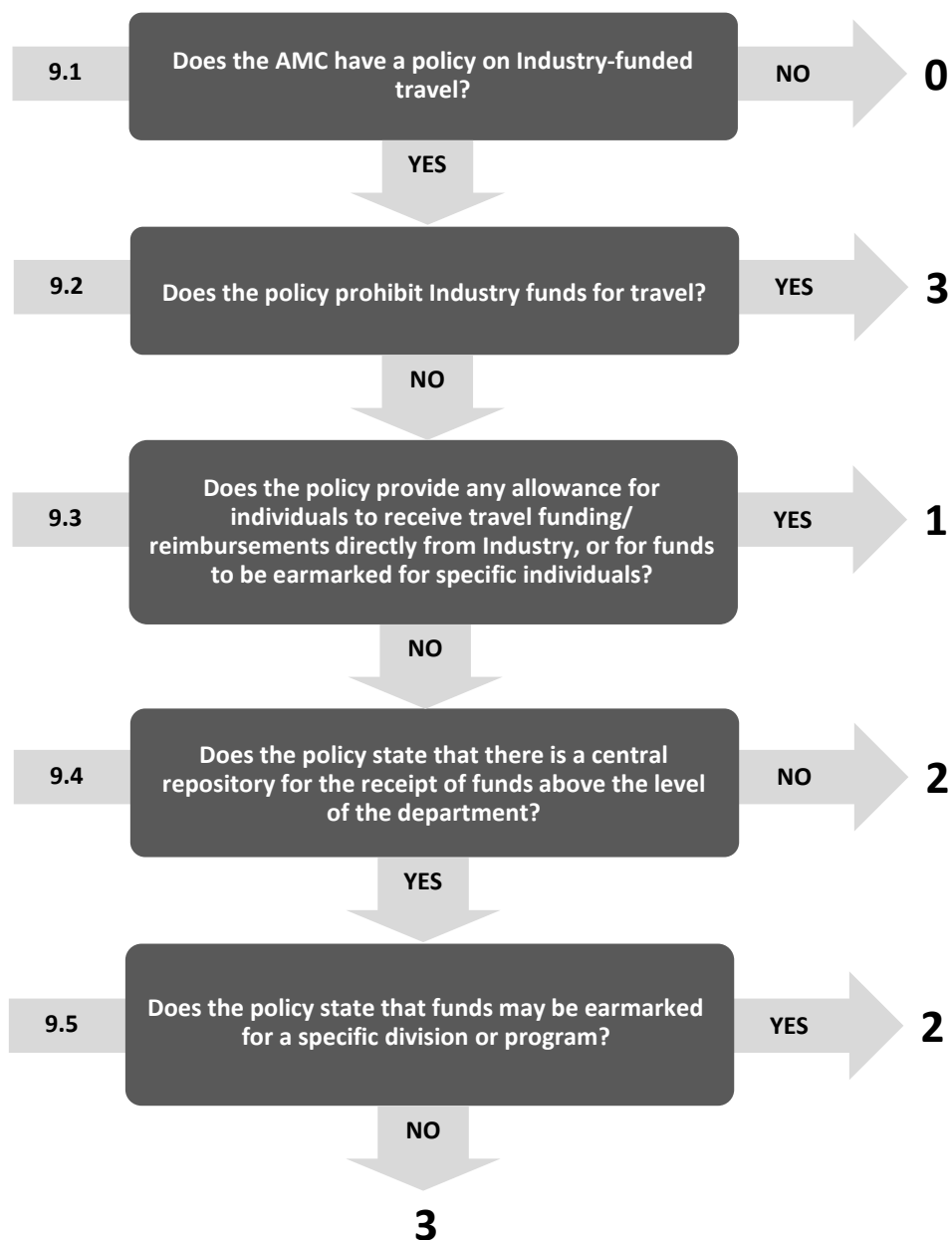
*Travel funds are defined as those received from Industry for the purposes of attending educational events, training or education on devices, or other travel not related to outside professional activities. Travel funds related to such activities (e.g., consulting, speaking) are not included in this policy area.*

*For coding purposes, unless the policy specifies that the following activities are included in a purchasing contract, include in this policy area:*

- 1. Vendors pay for individuals to travel to evaluate equipment for purchase, or*
- 2. Vendors pay for individuals to travel for training on a specific piece of equipment.*

### NOTE:

*If the policy states that personnel may not receive compensation for traveling to meetings, lectures, or conferences, code as travel unless another part of the policy elaborates further on the receipt of travel funds.*



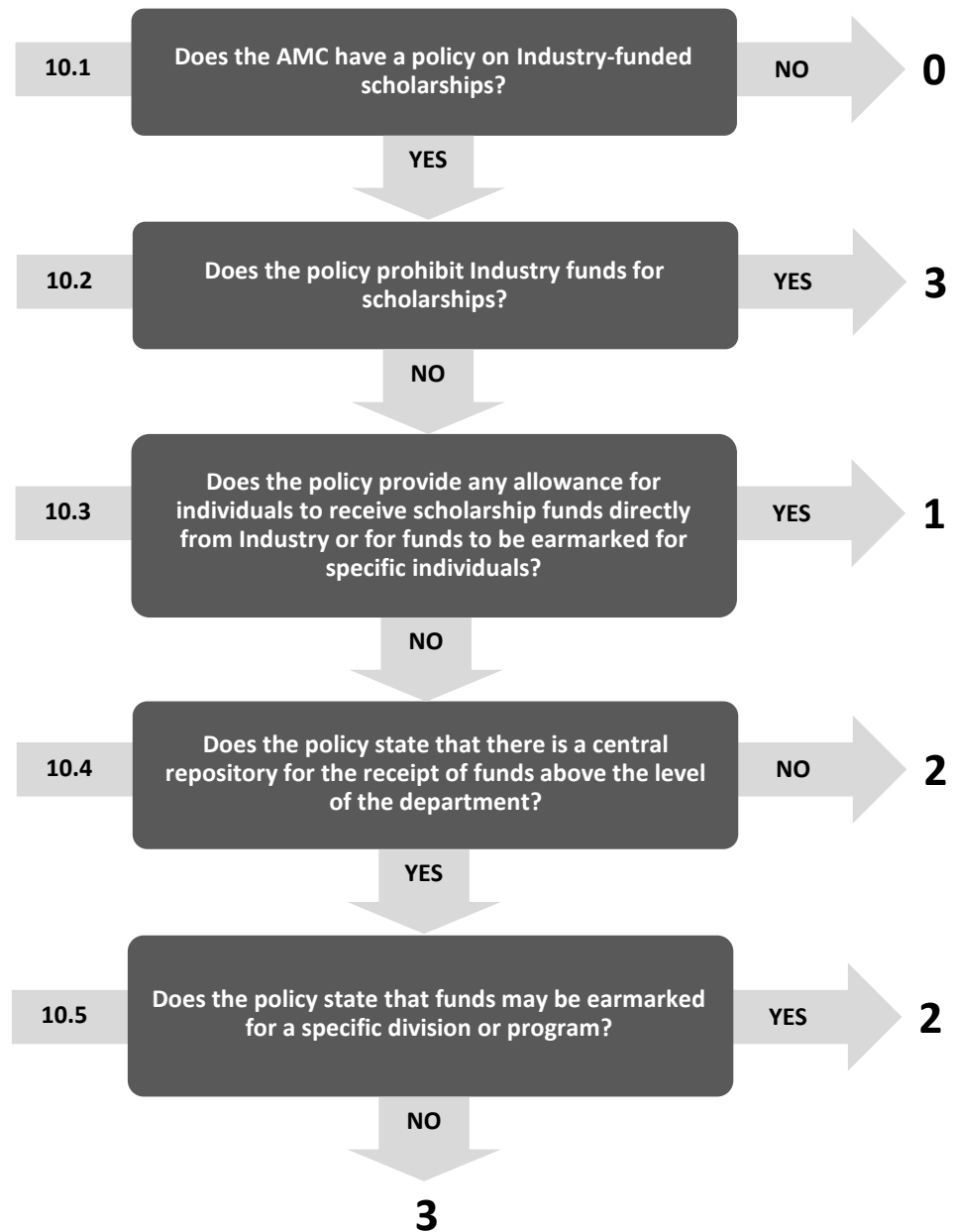
## CODEBOOK: INDUSTRY-FUNDED SCHOLARSHIPS

### DEFINITION:

*Scholarship funds are defined as those received from Industry for individuals' educational needs or purposes (e.g., scholarships, fellowships), including funds given to mitigate the cost of attendance for students or trainees at educational events.*

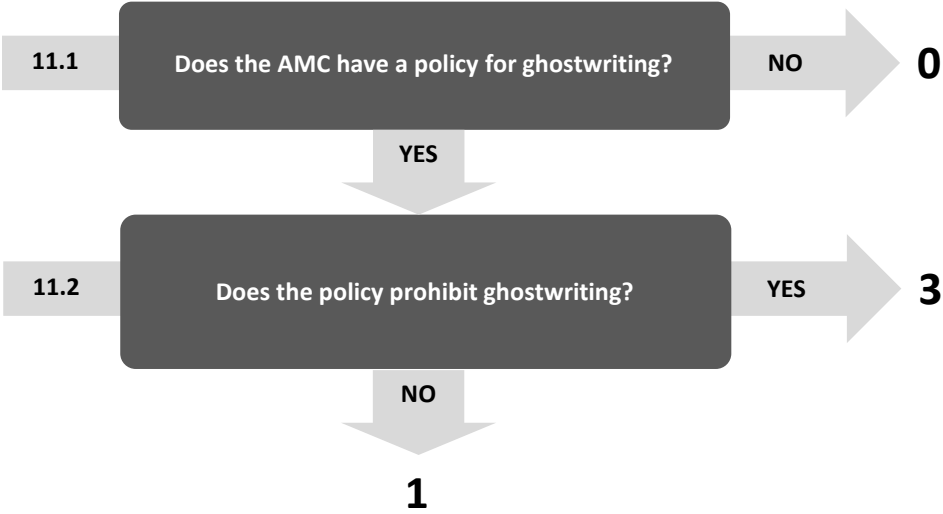
### NOTE:

*Scholarship policies typically only apply to students/trainees, and so do not need to specifically address faculty or staff.*



# CODEBOOK: GHOSTWRITING

**NOTE:**  
*"Discouraging" ghostwriting is not equivalent to banning it.*



## CODEBOOK: PARTICIPATION IN SPEAKERS' BUREAUS

**NOTE:**

*In this codebook, Speakers' Bureaus and Industry-sponsored speaking engagements are treated as equivalent.*

*Stating that Industry-sponsored speaking engagements are "discouraged" is not equivalent to prohibition.*

*\* For coding purposes, public disclosure means disclosing Industry funding at the speaking event by the individual speaker (either verbally or on a slide).*

