

**BARNES-JEWISH HOSPITAL
ORGANIZATIONAL POLICIES/PROCEDURES**

TITLE: Medication Management-Pharmaceutical Representatives

SUBMITTED/REVIEWED BY: Jonathan Leesman, Pharmacy Manager Pharmacy Department

LAST REVIEWED/REVISION DATE: 08/2018

Policy Statement

Pharmaceutical representatives' activities are monitored by the pharmacy department.

Procedure

A. Identification (Badges)

1. Upon initial visit to BJH the pharmaceutical representative will be required to read and acknowledge the organization pharmaceutical representative policy via RepTrax.
2. The pharmaceutical representative will log into RepTrax and will obtain a badge with the date and time of scheduled appointment.
3. All people accompanying the primary pharmaceutical representative must have a RepTrax badge.
4. The badge will be valid for the date and time that is printed on the badge.
5. Steps 2 and 3 will be followed for all subsequent visits to BJH.
6. A current badge will be required for all visits to BJH.

B. Restrictions

1. Representatives will conduct themselves in a professional manner at all times.
2. Representatives shall not conduct business in the corridors, cafeteria, gift shop, or other public areas.
3. Pharmaceutical representatives may
 - a. visit physician offices
 - b. visit hospital department offices (ie Nursing, Respiratory Therapy)
 - c. visit Pharmacy offices
4. Representatives may not be in any patient care division, operating room, recovery room, emergency room, clinic or other area where patients are being seen.
5. Drug samples shall be controlled through the Department of Pharmacy. Samples shall be left at the Pharmacy or, alternatively with the responsible physician for the department requesting the samples. The physician shall turn all samples over to the Pharmacy for proper disposition (see [Medication Management – Samples](#)).
6. Nonformulary medications are not to be marketed on campus and invitations including emailed invitations to off site dinners are prohibited.
7. Medications that are evaluation status by the Pharmacy and Therapeutics committee are considered nonformulary medications and must not be promoted on campus.
8. Representatives shall not visit house officer lounges, sleeping quarters, operating room lounges, or locker rooms.
9. The pharmaceutical manufacturers will be held responsible for the professional behavior of their representatives and any unauthorized distribution of drug samples within the institution.
10. Pharmaceutical representatives or any other drug company personnel are not to promote or disseminate any information pertaining to non-formulary drugs on the Barnes-Jewish Hospital campus.
11. No food or beverages are to be furnished on the Barnes-Jewish Hospital campus for any hospital department, area, or any employee of Barnes- Jewish Hospital by a pharmaceutical representative or any employee of a pharmaceutical company.

12. Promotional items (pens, notepads, clipboards, etc.) are not allowed on the BJH hospital campus.
13. Unrestricted educational grants may be used to provide patient education programs and special events such as symposiums. Food may be provided for these events. Any materials on drug therapy provided at these events must be preapproved by the BJH Pharmacy and Therapeutics Committee. All unrestricted educational grants must be approved by the Vice-President in charge of the department.
14. Unrestricted education grants may not be used for routine department expenses. This includes but is not limited to food for staff meetings. Contact the pharmacy purchasing department at 747-3266 for more information.

C. Violations

1. The first violation will result in a six month suspension of that manufacturer's representative.
2. The second violation will result in the indefinite suspension of all representatives of the involved pharmaceutical company.

Links:

[Medication Management-Samples](#)

Approval:

Pharmacy & Therapeutics Committee

Date of Approval 08/2018