

Des Moines University Clinic Pharmaceutical Review Committee By-Laws

Article I - POLICY

Section 1

The DMU Clinic Pharmaceutical Review Committee (PRC) will determine 1) whether there is evidence and cost-effectiveness research to support the use of a drug in the Clinic and 2) whether there is a generic *alternative* to that drug.

Article II - PURPOSE

Section I - Duties

The PRC will act as an advisory board to the Medical Director of the DMU Clinic for pharmaceutical sampling issues. The Committee will recommend a Preferred Drug List (PDL) that promotes the use of safe and cost-effective FDA-approved medications that do not have generic *alternatives*. The Committee will ensure that the recommendations are based on sound clinical evidence and cost-effectiveness.

Section II - Process

The PRC is a standing committee that will report all activities and recommendations to the Medical Director.

The PRC will meet with pharmaceutical representatives who wish to present research evidence in support of their particular drug. The Committee will also determine whether there is a generic *alternative*. If determined that there is ample clinical evidence to support the use of a drug *and* that there is no generic *alternative*, samples of the drug can/maybe considered by the PRC for use in the DMU Clinic.

Article III - MEMBERSHIP

Section I –Members

The PRC will consist of a minimum of 5 voting members and the DMU Clinic Medical Director as Chairperson who will be a non-voting member. Voting members will be appointed and include the following:

A. External members

- One Hospital or Academic Pharmacist

B. Internal members appointed by the Medical Director

- Two clinicians from Department of Family Practice
- One physician from the Foot and Ankle Institute
- One physician from the Department of Osteopathic and Manual Medicine
- One physician from the Department of Surgery (Ophthalmology)

C. Other Non-voting members

- DMU students on clinic rotations are expected to attend to enhance their educational experience

All professional voting members shall be licensed under Iowa law in their respective fields. The members will be chosen by specialty, absence of conflicts of interest, and ability to represent a broad base of constituents.

Section II - Term

Each PRC member is initially appointed by the Medical Director for a one year term after which each member will come up for review by their respective department and the DMU Clinic Medical Director. New members may be considered for subsequent year(s). Members may serve an unlimited number of terms.

Section III - Officers

The Chairperson will be the DMU Clinic Medical Director.

The Vice-Chairperson will be nominated and elected by the Committee. The Vice-Chairperson will take the place of the Chairperson upon his or her absence or request.

Section IV - Responsibilities

Each PRC member is expected to attend all Committee meetings, unless otherwise excused by the Chairperson. A proxy member from their respective department is permissible. PRC members are expected to volunteer and apply their knowledge of current clinical practice during discussion.

Article IV - MEETINGS

Section I - Frequency

- The PRC will meet quarterly at a maximum. The Clinic Medical Director will notify all DMU students on clinic rotation of each meeting. Students are expected to attend in order to enhance their educational experience.

Section II – Procedure

The pharmaceutical representative who wishes to place a drug on the PDL will present written clinical evidence and cost-effectiveness to support its use.

- The representative is to submit a completed application along with written clinical evidence and cost effectiveness at least one month prior to the next meeting.
- At the next scheduled meeting, the representative will have the opportunity to meet with the PRC and present supporting study(ies). The PRC will further discuss the evidence after the representative is excused. The Committee will also determine if there is a generic *alternative* to the drug.
- The drug will be placed on the PDL *if* :
 1. there is peer-reviewed research of cost-effectiveness and efficacy to support the use of the drug *and*
 2. there is *no* generic *alternative*.
- At their initial meeting the PRC will develop a specific list of drug categories that are acceptable for consideration of the ten most common diagnoses. There will be an ongoing assessment by the committee and a newer medication may replace an older one in order to limit the number in a certain class.

Article V - QUORUM

The presence of 50 percent or more of PRC members will be considered a quorum. A simple majority will determine the PRC's recommendation.