



Aetna Better Health of Louisiana

Pharmacy & Therapeutics Committee Guidelines

- Public comment is open to the general public, representatives of advocacy and special interest groups, representatives of the pharmaceutical industry and/or members of academic organizations.
- Public comment and/or presentation may only be made on items listed on the official agenda.
 - Information may only be presented on drugs introduced to the market within one year of the date of the P&T Committee meeting.
 - No written documents, handouts, visual or audio aids may be used.
 - Comment/presentations should support the clinical advantages of product being discussed. Criticism of competitors and alternate therapies will not be tolerated.
- A request to make a verbal presentation must be submitted in writing via e-mail to Aetna Better Health of Louisiana (e-mail of Pharmacy Director) at least one week prior to the P&T Committee meeting. The request must be on the Aetna Better Health of LA Pharmacy and Therapeutics Committee Speaker Request Form. (Available from Pharmacy Director).
- Speakers must sign in at least 10 minutes prior to the start of the meeting. Failure to sign in will result in the speaker not being recognized to speak during the public comment period.
- Speakers will be recognized by the Chairman in the order of sign-in. The number of speakers per agenda item will be limited to those that can be accommodated to meet the specified meeting time. If the Committee does not discuss an agenda item, a speaker request does not carry over to the next meeting. A new speaker request is required.
- Public comment and/or verbal presentations may not exceed five minutes:
 - in aggregate per drug per class per manufacturer; or
 - by an individual speaking on a particular position.
- Questions and comments from the audience are not allowed unless approved by two-thirds of the official P&T Committee members present at the meeting.

- The Committee may suspend or eliminate public comment if the comment period is abused. Abuse of the comment period may include:
 - Negative, critical and/or degrading comments about:
 - Committee members
 - Aetna Better Health of Louisiana
 - Aetna Better Health of Louisiana’s competitors
 - The State of Louisiana
 - other pharmaceutical companies
 - other brands
 - generic and other alternate therapies
 - Comments made outside of the scope set out in these guidelines.

Conflict of interests

- A “conflict of interest” is defined as there being a substantial threat to independent judgment created by a personal, private or business interest. A conflict of interest also exists when the issue in question will affect a Committee member’s judgment differently than it would affect other members of: a) the Committee, or b) the person’s business, occupation, profession or group.
- If a P&T Committee member has a conflict of interest, he/she shall abstain from voting on the agenda item for which he/she has a conflict.
- A person, partnership, association, corporation or other entity associated with the pharmaceutical industry shall not offer a member of the Aetna Better Health of Louisiana Pharmacy & Therapeutics Committee a gift or other form of compensation. Physician members on the P&T Committee may accept drug samples not for resale that are routinely distributed to Medicaid providers in the ordinary course of business.
- Any person partnership, association, corporation or other entity associated with the pharmaceutical industry that is determined to have violated this conflict of interests statement will be barred from participating in the public comment/presentation portion of the Aetna Better Health of Louisiana P & T Committee for a period of one year.