



## Cummings School of Veterinary Medicine

### **Policies for Student Representatives and Corporate Sponsors**

The Cummings School welcomes and encourages the collaborative ties we have with our colleagues in the corporate sector. These relationships can enhance our educational, clinical, and research programs. More than 25 companies retain “student representatives” enrolled at the school to help promote their identity and to supplement curricula topics through educational programming.

**Approval for Representation:** All student affiliations with outside companies must be approved by the Conflict of Interest Committee (COIC). The approval/re-approval process will take place at least once each academic year, and deadlines for application submission will be announced to the student body in advance. The Student Industry Representative Application can be found in Appendix I.

**Privacy:** The Cummings School values the privacy of all members of our campus community. Student company representatives may not provide lists of names of faculty, staff, or students, including email lists, phone numbers, or addresses to the companies they represent. The Student Affairs Office will provide a list of student names to be used solely by a student representative, but the Office will not supply any personal information.

**Product Distribution:** We train veterinarians by instilling the need for good professional relationships between the veterinarian, patient, and client. To this point, prescription products will only be distributed through licensed veterinarians that have a patient/client relationship. Medication of any kind that would be recommended by a veterinarian should be recorded in the medical record and should not be distributed without a client/patient/doctor relationship. Other marketing items (toys, pens, non-prescription foods, collars, etc.) should only be distributed on campus by student representatives at approved events such as new student orientation, product services day, lunch-time talks or other similar, approved events. Student representatives should remove extra materials at the end of an event. Sale or resale of products provided by vendors is not allowed on campus without prior written authorization. Students may contact relevant faculty members regarding educational materials that might be available for courses and/or reference. Student representatives are advised to use this privilege tactfully and respect faculty wishes if such inquiries are no longer desired.

Sponsorship of a limited number of “clinics” may be possible (i.e. heartworm or wellness clinic). These events require a faculty member willing to serve as a supervisor and to write prescriptions, if necessary. If any medical procedures or prescriptions are part of the event, notation in the medical records of individual animals is necessary and arrangements for this are required to be arranged prior to the event. In general, the hospitals will not be utilized for outside clinics or events to avoid potential impact on delivery of patient and client services. Events require prior approval from the Medical Director. There may be charges for space, hazardous waste removal and/or the use of facilities.

**Criteria for Industry Presentations:** Presentations must meet the criteria listed below before the event is scheduled. The COIC can request to review any presentation given on campus and failure to comply with these guidelines will result in the company being barred from holding events at the Cummings School in the future.

- The company must have an approved student representative on campus. The student representative will be responsible for all administrative aspects of the presentation, including room reservations, food ordering, and arrangements for clean-up following a presentation or event. Cleaning fees may apply.
- If a pharmaceutical product or medical device will be discussed it must be EPA, FDA, or USDA approved. If this standard is not met written approval must be obtained by the COIC—the representative must submit a short proposal that includes the scientific evidence supporting use of the product in veterinary medicine.
- Presentations should have value to the educational mission and must not be aimed at marketing specific products. Presentations should focus on veterinary science, the practice of veterinary medicine, and health and well-being.
- Meals provided to students or other groups should not exceed \$10 per person or \$700 in total, unless an exception is granted by the COIC.

**Gifts:** Company representatives are only permitted to distribute gifts of nominal value (< \$5) at Cummings School events, unless an exception is granted by the COIC. Gifts include, but are not limited to coupons, products, and apparel.

**Product Information:** Written product materials may be distributed to students' campus mailboxes; materials are **not** to be distributed to faculty and staff unless specifically requested.

**University Policies:** The Tufts email system cannot be used by student representatives to advertise products or special promotions. Announcements of approved events or speakers must be submitted to Assistant Dean Barbara Berman at [Barbara.Berman@Tufts.edu](mailto:Barbara.Berman@Tufts.edu) . Per university policy email messages may not include links to company websites or product marketing materials.

**Sponsorship of Student Organizations:** The university does not allow a single company to sponsor a student organization, and exclusive marketing arrangements are not permitted. While a single company may be the only sponsor of an organization, no other company will be excluded from participating by using exclusive agreements. Any written agreements between companies and student organizations must be approved by the COIC.

**School Contacts:** We encourage dialogue with student representatives and the corporations they represent to ensure a professional relationship with the school and those who work here. The medical director of the individual clinical entity involved should be the initial contact for the student representative when considering product distribution (see Appendix II for a listing). A listing of COIC members can be found in Appendix III.

Questions related to these policies should be addressed to Assistant Dean Barbara Berman.

## APPENDIX I

# Student Industry Representative Application

### **STUDENT'S INFORMATION**

LAST NAME:

FIRST NAME:

EMAIL ADDRESS:

PHONE NUMBER:

STREET ADDRESS:

CITY, STATE:

ZIP CODE:

### **COMPANY INFORMATION**

NAME OF COMPANY:

STREET ADDRESS:

CITY, STATE:

ZIP CODE:

NAME OF CONTACT PERSON:

PHONE:

EMAIL:

PRODUCT(S):

Description of student's duties:

Amount of compensation:

I agree to follow Tufts University Conflict of Interest policies:

Yes

No

SIGNATURE:

## **APPENDIX II**

### **School Contacts**

Foster Hospital for Small Animals: Dr. Ginny Rentko [Virginia.Rentko@tufts.edu](mailto:Virginia.Rentko@tufts.edu)

Hospital for Large Animals: Dr. Ginny Rentko [Virginia.Rentko@tufts.edu](mailto:Virginia.Rentko@tufts.edu)

Lerner Spay/Neuter Clinis: Dr. Emily McCobb [Emily.Mccobb@tufts.edu](mailto:Emily.Mccobb@tufts.edu)

Tufts Ambulatory Service: Dr. Gene White [Eugene.White@tufts.edu](mailto:Eugene.White@tufts.edu)

Tufts at Tech: Dr. Greg Wolfus [Gregory.Wolfus@tufts.edu](mailto:Gregory.Wolfus@tufts.edu)

Tufts VETS: TBA

Tufts Wildlife Clinic: Dr. Flo Tseng [Florina.Tseng@tufts.edu](mailto:Florina.Tseng@tufts.edu)

Student liaison to Conflict of Interest Committee: Barbara Berman [Barbara.Berman@tufts.edu](mailto:Barbara.Berman@tufts.edu)

## **APPENDIX III**

### **Conflict of Interest Committee Members**

**Barbara Berman**, Assistant Dean for Student Affairs

**Dr. Nick Frank**, Chair, Clinical Sciences Department

**Dr. David Lee-Parritz**, Chair, Department of Environmental & Population Health

**Dr. Ginny Rentko**, Hospital Director

**Tina Rice**, Associate Director of Corporate and Foundation Relations