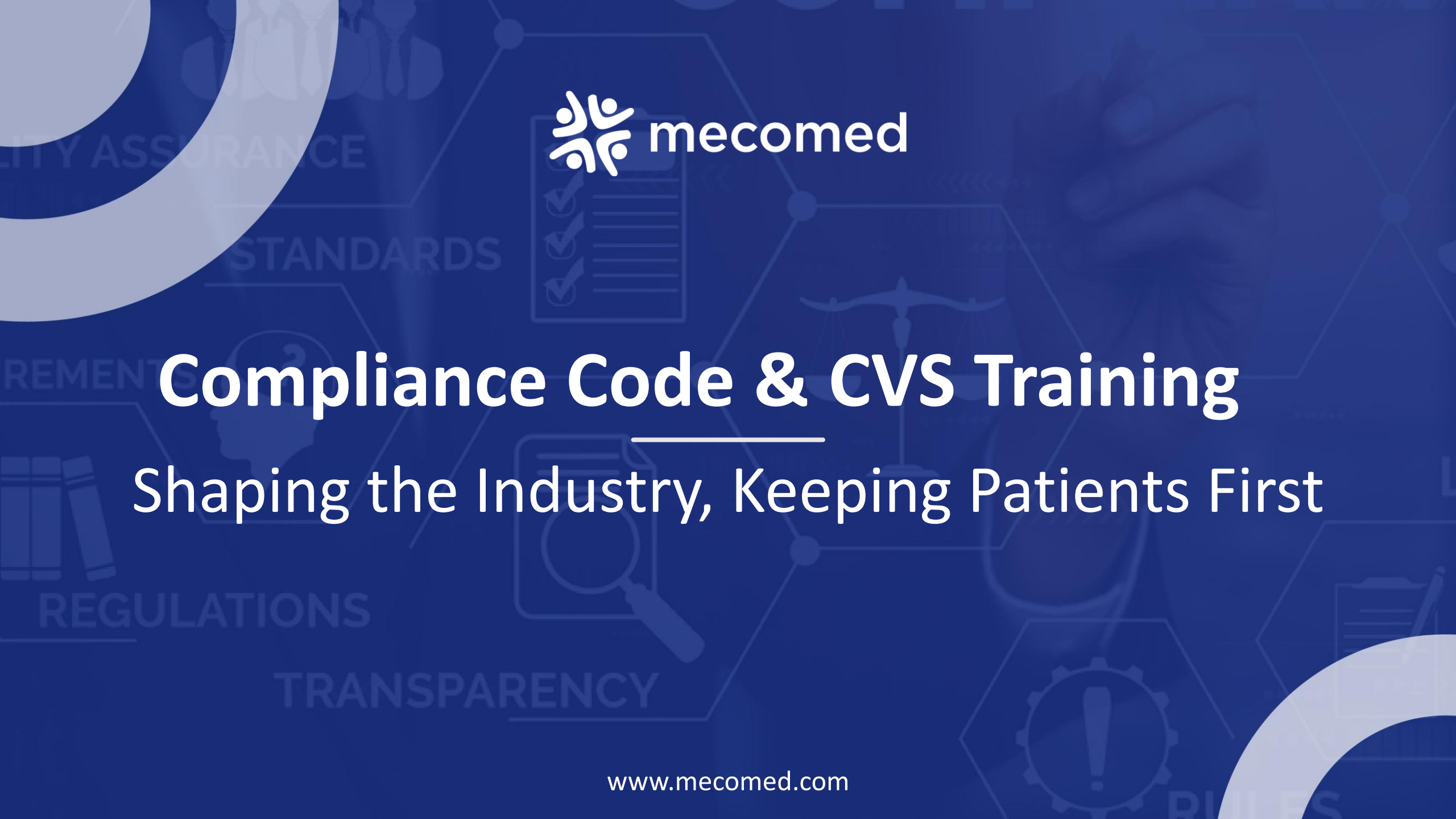
mecomed
Compliance Code & CVS Training
Shaping the Industry, Keeping Patients First
www.mecomed.com

Who We Are

Mecomed is the trade association representing the medical devices, imaging, & diagnostics industries in the **Middle East and Africa.**

Our Mission

Bring together all stakeholders in healthcare to improve people's health through the timely introduction of meaningful medical technology innovations that benefit the MEA region.

Foster Good Citizenship

Collaborate with governments, regional organizations, and healthcare providers to deliver high-value solutions that improve patient outcomes.

Our Association

Mecomed is a member of Global Medical Technology Alliance, which includes other associations, like AdvaMed, MedTech Europe, Samed, ApacMed and others.

Mecomed Geographic Scope:

- Middle East
- Africa – Excluding South Africa
- Iran
- Pakistan

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Code of Ethical Business Practice

Mecomed Guidelines on Interactions with Healthcare Professionals & Healthcare Organizations

Executive Committee Approved December 2024.

The code has been reviewed and updated in 2024, with the new version taking effect on January 1, 2025

English

French

Why Mecomed Code?

Collaboration and partnership between hospitals, clinicians, nurses and other HCPs: driver of innovation & patient safety:

» Education and training is key to ensure safe delivery of services to patients.

» We Value the Role of industry support to continuous medical education.

There is a need for the industry to adhere to high ethical standards and to comply with all applicable International, Regional & Local rules, laws and regulations.

All Healthcare industries are under scrutiny by media, government, public.

MedTech industry seeks to support HCPs education without jeopardizing its own reputation or that of individual HCPs.

» Mecomed Code is a safeguard for the industry reputation and ensures the right perceptions regarding the relationship between the industry and HCPs/HCOs

Introducing the Code

THE CODE:

Sets out the minimum standards when Member companies (MCs) Interact with Healthcare Professionals (HCPs) & Healthcare Organisation (HCOs).

THE CODE:

Is not intended to supersede national laws or regulations or professional codes (including company codes) that may impose more stringent requirements.

THE CODE:

Must be followed by all Member Companies, and Their Party Intermediaries (TPIs).

Principles of the Code

IMAGE & PERCEPTION
Member Companies should, always, consider the image and perception projected to the public when interacting with Healthcare Professionals & Healthcare Organizations.

EQUIVALENCE
Any remuneration paid by the Member Company to Health Care Professionals for the provision of services must represent a fair market value for, the services performed.

SEPARATION
Interaction between industry and Healthcare Professionals should be independent from sales transactions , use or recommendations of members companies' products.

TRANSPARENCY
Member Companies will disclose in advance to the Health Care organization administration the purpose and scope of the interaction. “Employer Notification”

DOCUMENTATION
Interaction between a Member Company and a Healthcare Professional, must be documented in detail on written agreements.

Obligations to Mecomed Members

Mecomed Code applies to all Mecomed Member Companies as well as to all their Third-Party Intermediaries (Distributors) when interacting with Healthcare Professionals (HCPs) or Healthcare Organizations (HCOs).

Conference Vetting System (CVS) decision is a mandatory process for all Mecomed Members as well as to all their Third-Party Intermediaries (Distributors) before providing financial support for any Third-Party Educational Events in the form of:

- Educational Grants
- Commercial Activities such as
  (booth, satellite symposia, advertising)

Mecomed Code – Part 1

Guidelines On The Interactions With HCPs & HCOs

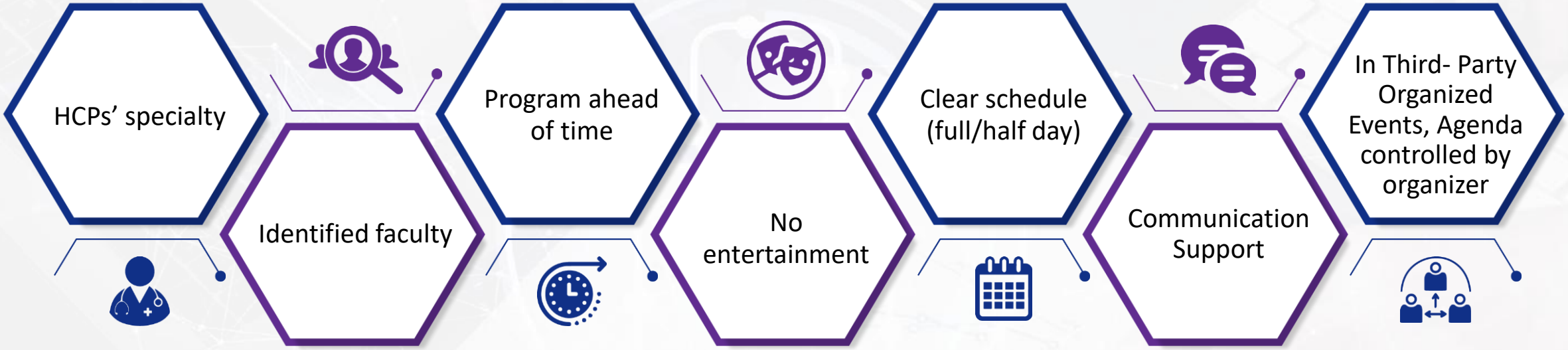
www.mecomed.com

Chapter 1. General Criteria For Events:

The principles set out in this chapter shall apply to all events supported in any way by Member companies irrespective of who organizes the event

Chapter 1. General Criteria For Events:

EVENT PROGRAM



Chapter 1. General criteria for events:

EVENT PROGRAM

The Event Program should:

Directly relate to the specialty of medical practice of the Healthcare Professional who will attend the Event or be sufficiently relevant to justify the attendance of Healthcare Professionals;

Present a clear schedule with no gaps during the sessions, (e.g., the minimum duration for a full day Event should be 6 hours or 3 hours for a half day Event **excluding** refreshment/ meals breaks).

For the avoidance of doubt, for events lasting more than 1 day, a half day can be scheduled only on the afternoon of the first day or on the morning of the last day of the Event;

Chapter 1. General criteria for events:

Location & Venue

The selection of event location and venue should consider the following factors:

UPDATE

01

Compliance:

Ensure that the selected location and venue comply with local rules & regulations.

02

Accessibility:

The location and venue should be easily accessible to attendees, whether it's near public transportation or major roadways & airports. Consideration should also be given to the distance and travel time required for participants.

Capacity:

The location and venue should be able to accommodate the expected number of attendees comfortably, ensuring sufficient seating, space for activities.

03

Amenities and Facilities:

The location and venue should have suitable facilities and amenities required for the event, such as well-equipped meeting rooms, appropriate seating arrangements, and technical support for presentations.

04

Chapter 1. General criteria for events

Location & Venue

In principle it is not appropriate for a Member Company to organize or support Events at resorts renowned for their entertainment facilities or centered around recreational or sporting activities such as golf, casinos, private beach or ski/water sports.

Exceptions might be considered for venues well adapted to business meetings in an otherwise compliant geographic location where there is a compelling need to use the chosen venue, for example, a lack of alternative venues or genuine safety or security issues **or Out Of Season (vacation or holiday destinations)** which comply with the selection criteria mentioned in the previous slide.

Chapter 1. General criteria for events

Virtual & Hybrid Events:

UPDATE

Virtual Events & Hybrid Events must comply with any part of the Code that is by its nature applicable to them.

Therefore, Member Companies may provide financial and/or In-Kind support to Virtual and Hybrid Events in accordance with the rules of Chapters 1, 2, 3 and 4 of the Mecomed Code.

Chapter 2. Third Party organized Educational events

- Third Party Organized Educational Conference
- Third Party Organized Procedure Training
- Satellite Symposium
- Conference Vetting System (CVS)

» Scientific program
» Geographic Location
» Event Venue
» Hospitality
» Event Registration Packages and Benefits
» Communication Support
» Appeal

Chapter 2. Third Party Organized Educational events

General Guidelines

UPDATE

Scientific Program

Scientific programs of third-party educational events should be fully owned by the organizer and in line with the business specialty of member companies. Member companies should not have any influence on selecting topics, content, or speakers of the third-party event.

No Direct Sponsorship

Member companies should refrain from directly sponsoring HCPs from attending Third party educational events.

CVS approval

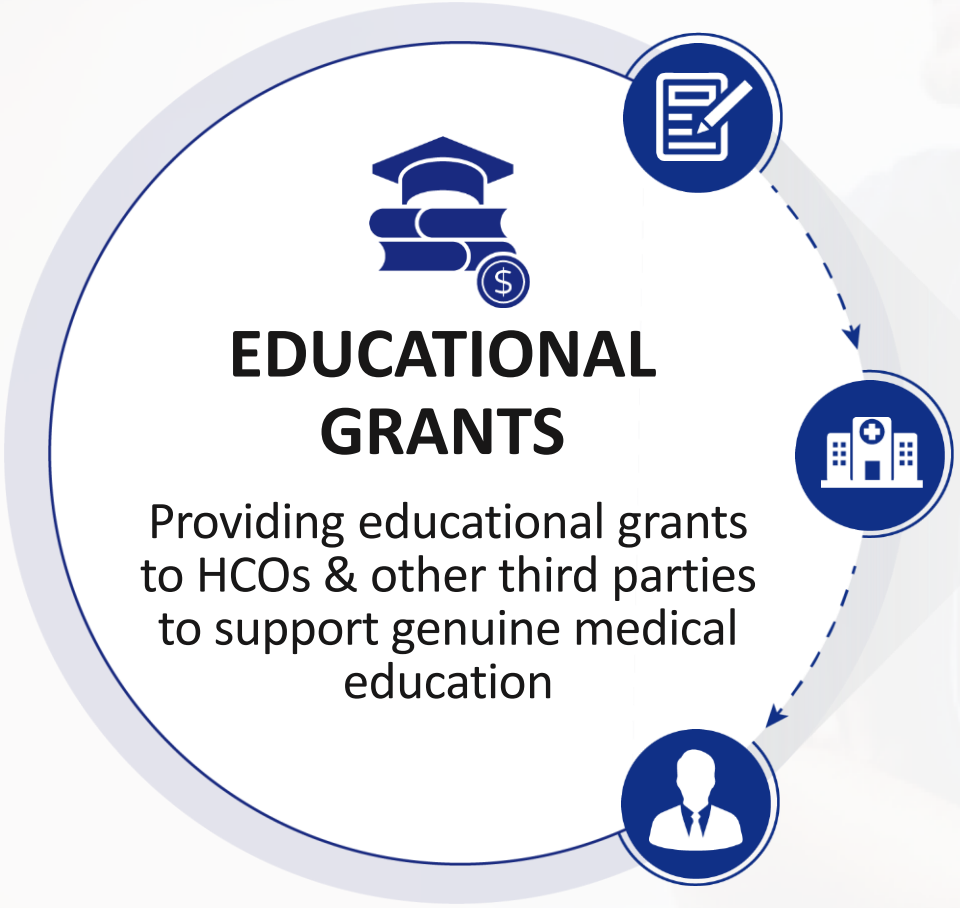
Member companies must ensure that the third-party educational event has been vetted and approved by CVS as described in more detail in clause 2.2.

Sponsorship packages

- Member companies must ensure sponsorship packages are transparent, clearly detailing their value & associated benefits
- Non-permissible benefits include gifts, business tickets for flights under 5 hours, first-class tickets, touristic tours, & other entertainment options; these must not be paid for, facilitated, or reimbursed by Member Companies.
- Member Companies must ensure free delegate passes under sponsorship packages are not used for direct HCP sponsorship and comply with the Mecomed Code.
- **If the PCO offers to select HCPs on behalf of the Member Company, the educational grant process must be followed, with the allocation recorded appropriately.**

Educational Grants to support Third Party Organized Educational Events

From direct sponsorship to educational grants



HCPs ARE SELECTED SOLELY BY THE GRANT RECIPIENT

Member Companies can provide educational grants to Health Care Organizations, Professional Conference Organizers & other third parties to support a genuine Medical Education. Third Party Educational Conferences, must be reviewed & assessed by Conference Vetting System (CVS).

Chapter 2. Third Party Organized Educational Events

Third-party organized educational events

THIRD PARTY EDUCATIONAL CONFERENCES

Conference organized by an independent third party to deliver or promote medical scientific knowledge

THIRD PARTY PROCEDURE TRAINING

Hands-on training, typically organized in a clinical environment

Third-party organized educational events

THIRD PARTY EDUCATIONAL CONFERENCES

Member Company can specify HCP specialty (not seniority), BUT selection to be done by **Healthcare organization HCO/ Professional Conference Organizer PCO.**

Approved by CVS in advance

Support in form of:

- Educational Grant
- Satellite Symposia
- Promotional Activity

THIRD PARTY PROCEDURE TRAINING

When it is a stand-alone meeting direct HCP Sponsorship is permissible by Member Company (With some conditions).

Approved by CVS in advance

Support in form of:

- Educational Grant
- Satellite Symposia
- Promotional Activity
- Direct Sponsorship for stand-alone procedure training

Third-party Procedure Training

Third-Party Organized Procedure Training must be vetted by CVS:

» In accordance with the general criteria for events provided in Chapter 1
» In addition, CVS will assess the Event in accordance with the below additional criteria:

Venue

Third-Party Organized Procedure Trainings are typically Organized in a clinical environment, e.g., a classroom setting. “Clinical” includes places suitable for the simulation of medical procedures, rather than just the medical treatment of real patients. Examples of simulation settings include conference or meeting rooms which are appropriately equipped with relevant simulation devices/systems or experimental laboratories suitable for training on cadavers, skin models, synthetic bones, live animals in accordance with applicable regulations and ethical rules, etc.

Program

The program must include practical demonstrations (and/or actual live surgeries where allowed). To consider an event a Third-Party Procedure Training (TPPT), the practical sessions must in all cases represent more than 50% of the full program with hands-on by the attendees. This requirement must be clearly indicated in the program of the TPPT.

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Satellite Symposium

During Third- Party Organized Educational Conferences

www.mecomed.com

Satellite Symposium

Definition:

A Company Organized Educational Event (as defined in the Mecomed Code) that takes place at aThird-Party Organized Educational Conference (as defined in the Mecomed Code). It should address educational topics that align with the Third-Party Organized Educational Conference Program’s focus.

Satellite Symposium

It is permissible for member Companies to:

- Select speakers for their Satellite Symposia
- Directly sponsor and engage with speakers (i.e., pay honorarium / hospitality expenses) to their satellite symposium through a contractual agreement, in compliance with the Code related guidelines.
- Invite HCPs already attending the Third-Party Educational Event to a Company Organized Satellite Symposium provided that member companies do not directly cover any cost related to registration, travel & accommodation of the participants at Third-Party Educational Event.
- Add Company-sponsored Satellite Symposia speaker names to the website/brochure of the event/ agenda.
- If required for the speaker to access the Satellite Symposium member companies should only pay the (most restricted package), **the registration fee must where possible be prorated to the actual attendance required in order to deliver the agreed services, e.g., if the satellite symposium is held on a single day of the three-day event, and it is possible to choose a one-day registration, that option should be selected.**
- Provide participants at Satellite Symposia with reasonable and modest hospitality (i.e., snacks, etc.)

Member Companies can engage with faculty already identified as a speaker in the general program of the TPEE, pay for honorarium of their services to the satellite symposium, however member companies must not cover their travel and accommodation (in compliance with chapter 5)

Satellite Symposium

It is NOT permissible for Member Companies to:

Cover additional hospitality expenses for the Speaker of the Member Company's Satellite Symposium to attend the Third-Party Educational Event (e.g., accommodation for all the event days).

Conference Vetting System CVS

www.mecomed.com

Conference Vetting System (CVS)

CVS is an independently managed system which reviews the compliance of Third-Party Educational Events with Mecomed Code of Ethical Business Practice to determine the appropriateness for companies which are members of Mecomed to provide financial support to such events in the form of Educational Grants or commercial activities (e.g., booths, advertising, satellite symposia etc.).

CVS Obligations

- Members of Mecomed and their Third-Party Intermediaries (TPIs), can provide support to any Third-Party Educational Event only if assessed compliant by CVS in advance. Furthermore, the decisions rendered by the CVS Officer is binding on Mecomed members & their TPIs.

- Member companies & their TPIs cannot support Third- Party Educational Events if the final outcome is one of the following:

Not Compliant	**Not assessed- Late submission**
Not Assessed – Insufficient Information	**Not submitted to CVS**

Conference Vetting System (CVS)

What you need to know about CVS

Submissions must be made online via the Ethical MedTech Conference Vetting System website: www.ethicalmedtech.eu

The final decision can only be rendered when all needed documents are complete and reviewed.

No charges apply when submitting an Event on CVS.

Applicable to all types of Third-Party Educational events: (International, Regional, National/ Local).

You can check the events submitted to CVS using this link https://cvs.solutions.iqvia.com/all-events

Different stakeholders can do submissions on CVS:

- Professional Conference Organizers (PCOs)
- MedTech / Mecomed Members & their TPIs / Distributors
- Medical Societies & Healthcare Organizations (HCOs).

Conference Vetting System (CVS)

Excluded from CVS Assessment:

- National Third- Party In-Institution activities
- Virtual Events for Third party Organized Events
- Public Awareness Campaign
- Trade shows
- Company Organized Events
- Non-Educational & Policy making Events

How to Submit an Event to CVS

- Access https://cvs.solutions.iqvia.com/login and follow the steps outlined on the website to register and submit your event.
- Submission is done by logging in to your account or by creating an account if you are a new user.
- Once logged in, you can begin submitting your event. If you are the event organizer and submitting the event six months or more before its start date, you can submit a Pre-Clearance submission
- Always include the EMT ID / reference number of the event in any communication sent to the CVS officer.
- In the case additional information is requested you can add missing documents directly to the submission chat box on the platform.

Time Frame for Submission & Assessment

Any submission to CVS for third-party educational event must **be 50 days** prior to the event starting date or earlier with NO EXCEPTION.

It will take up to 35 days to do assessment for events , depending on the starting date of the event and availability of full documentation.

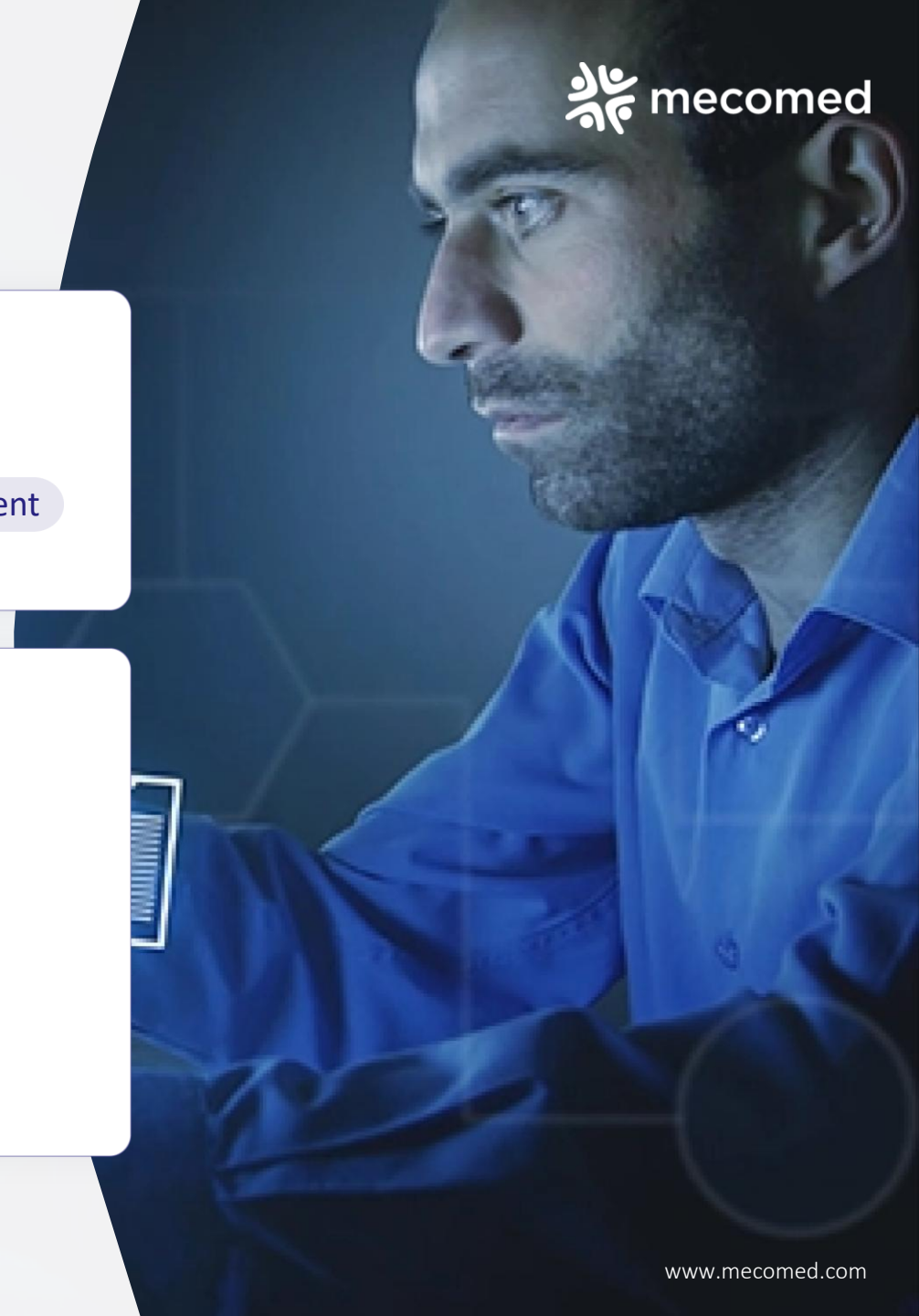
CVS Submissions

Required information and documents at minimum must be uploaded/submitted in CVS system:

- Name of event
- Date of event
- Name of Venue
- Location of event

Required information and documents to finalize the assessment:

- Detailed Program with a clear time frame format
- Communication Support (website or brochure or flyer)
- Registration Fees and benefits for delegates



Conference vetting System (CVS)

- The scientific programme
- The conference venue
- Hospitality
- The geographic location
- Registration fees
- Communication support

All criteria have the same weight in the assessment process.

Any criteria will be marked as Non – Compliant, will result of a Non – Compliant decision on CVS and a Non – Compliant Event.

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Scientific program

The detailed program should present a clear schedule with no gaps during the event scientific sessions, (i.e.,a minimum of **6 hours for full conference day** and **3 hours for a half day)** excluding refreshment/ meals/ breaks). The faculty for each session must be identified, the session topics must be medical subjects.

COMPLIANT

- Program content should be relevant to target audience
- Detailed program with timetable format
- No gaps during the conference scientific sessions
- Session topics & faculty identified for each session

NON-COMPLIANT

- Entertainment included in the main program.
- Sight seeing and tours as part of the program.
- Unjustified gap in the program.

Geographic Location

The geographic location should not be the main attraction of the conference. It should be in or near a city or town which is a scientific or business center conducive to exchange of ideas & the transmission of knowledge.

COMPLIANT

- Location is not the main attraction of the conference
- Should be easily accessible near a city/ town (airport, highways)

NON-COMPLIANT

- Location is touristic in nature or holiday destination
- Location is in the desert, remote island or in remote areas in mountain

Event Venue

The event venue should be a business or commercial center providing conference facilities conductive to the exchange of scientific & medical information and the transmission of knowledge. The image of the location among the public, media and authorities cannot be perceived as purely luxury, touristic/holiday &/or entertainment venue.

Hospitality

Hospitality includes accommodation, meals/breaks and receptions (opening reception, gala dinner). **It is important to differentiate hospitality which is permitted and entertainment which is not.**

COMPLIANT

- Should be limited to reasonable hotel accommodation & meals
- Background music during lunch/ dinner

NON-COMPLIANT

- Entertainment, such as but not limited to live music, dancing, sight- seeing trips, sporting events
- Hospitality is offered to spouses, partners, family, guests.

Event Registration Packages

The registration fee should cover only the scientific programme, authorized activities and hospitality.

COMPLIANT

Registration fees covers attendance to scientific program & / or exhibition and reasonable hospitality.

NON-COMPLIANT

Entertainment included in the registration packages

Registration fees cover attendance of spouses, family members, partners.

Communication Support (materials promoting the event such as website, brochure)

Advertising support (brochures, website and other materials) should highlight the scientific nature of the programme content.

Should highlight the scientific program content

COMPLIANT

NON-COMPLIANT

- Excessive images or references of non-scientific activities
- Promoting the location/venue instead of the event content

Appeal

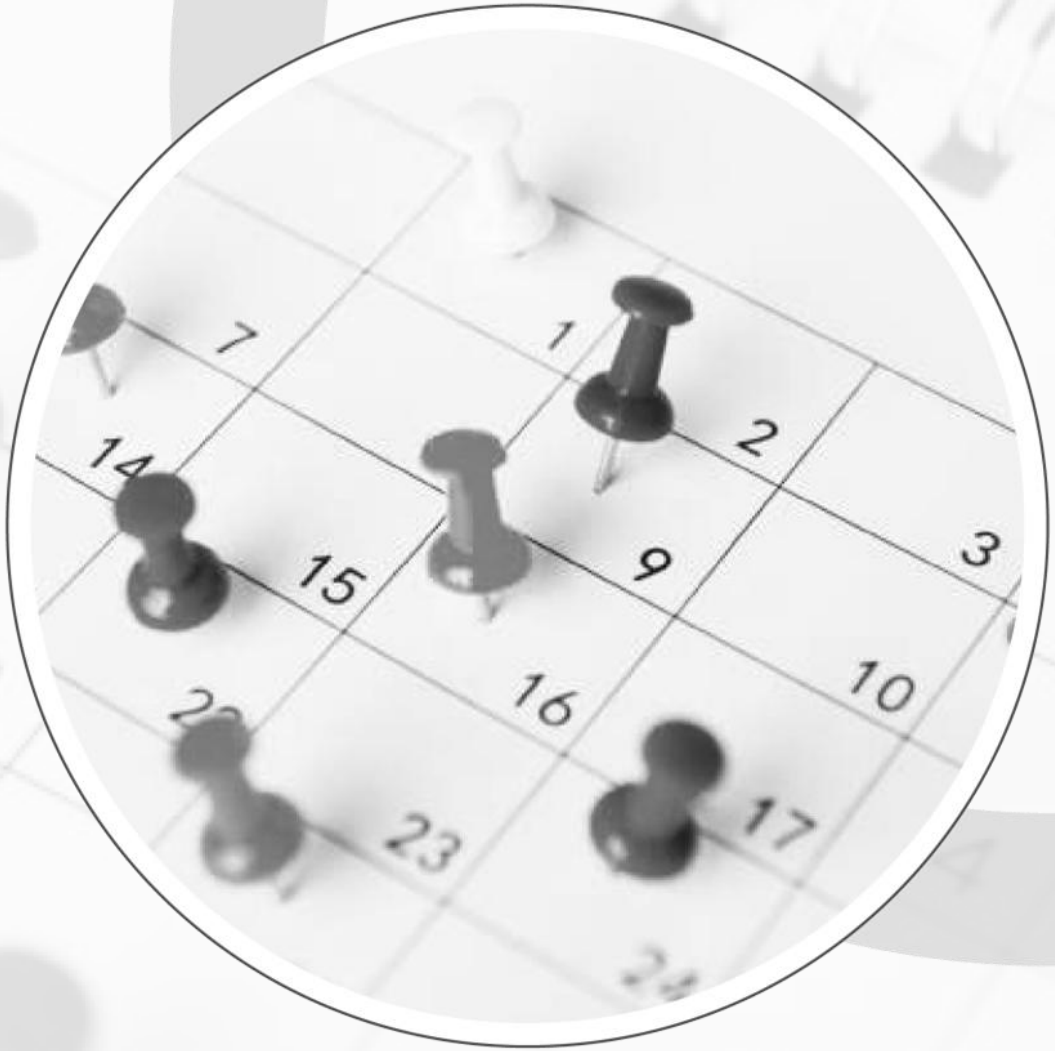
- An appeal may be filed by a Member Company or an Event Organizer (PCOs) or HCO on the CVS platform
- Legitimate justifications must be shared.
- The CVS Officer will forward the appeal request to the Mecomed Compliance Core Committee.
- The Core Committee will assess the appeal and the relevant documents/ justification.
- The decision will be taken within 10 working days from the receipt of the appeal request.

Key Dates

CVS 2.0 Launched – February 1st 2025

CVS 1.0 (old platform) – Discontinued after February 28th 2025

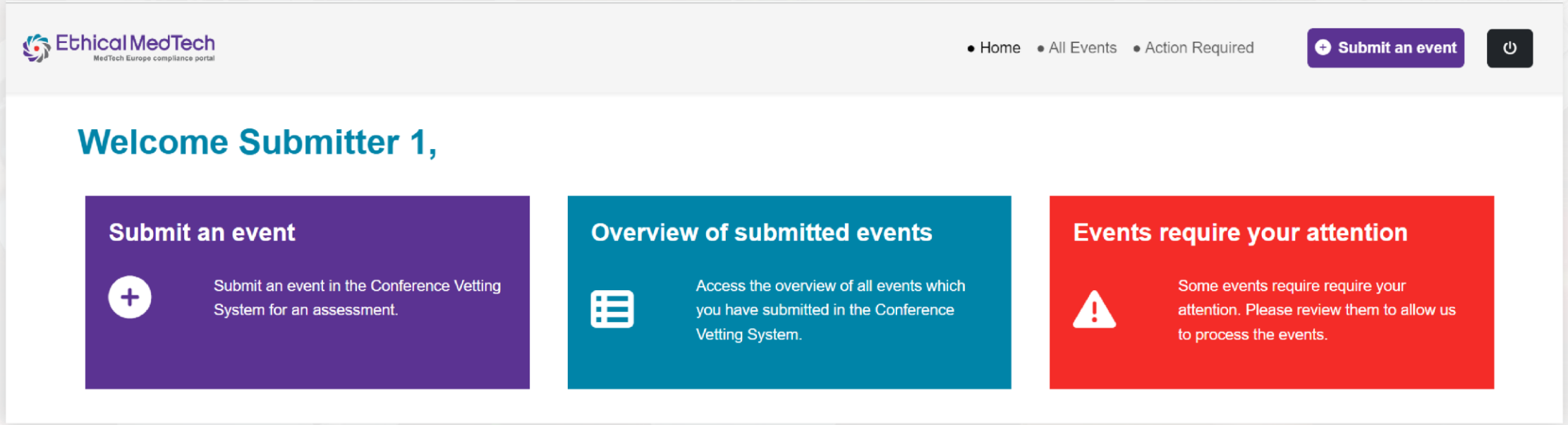
- Any event submitted on the old platform after February 28th 2025 will not be assessed.



https://www.mecomed.com/ethical-practices/cvs

Click on “Submit an event”.

The information to be provided is similar to what you used to provide in the previous system.



Create the event:

Enter the event identification details and Event organizer information

Submit an event

Follow the below procedure to submit an event

Event identification > Location > Venue > Audience & Scope 1 > Audience & Scope 2 > Scientific Programme > Catering > Social programme > Registration package > Additional information

Event identification

Event name * : Cheat Sheet 3

Event therapeutic area * : Other

Event type * : Third-Party Organised Event

Start date * : 01-11-2024

First Edition * : Yes

Event acronym :

Event format * : In-Person

Event website : ☐ Event website exists, if not , please explain, else provide url

Explain why there is no website * : under construction

End date * : 02-11-2024

Notification emails

(List comma seperated email address which (next to yourself) need to receive event updates)

Event organizer

☐ This event is organized by another organization than my organization **Emard-Dare**

Save & Next

Key Changes

Save a draft option

Request for information – Check Messaging system

CO cannot change the submissions in the backend (dates, …)

You can access the events from someone from your organization

Appeal process in the system (no separate email)

Can change the submission until CVS Officer (CO) starts the review

No Calendar of events / Follow event feature https://cvs.solutions.iqvia.com/all-events

Claim ownership of an Event (when already existing Event)

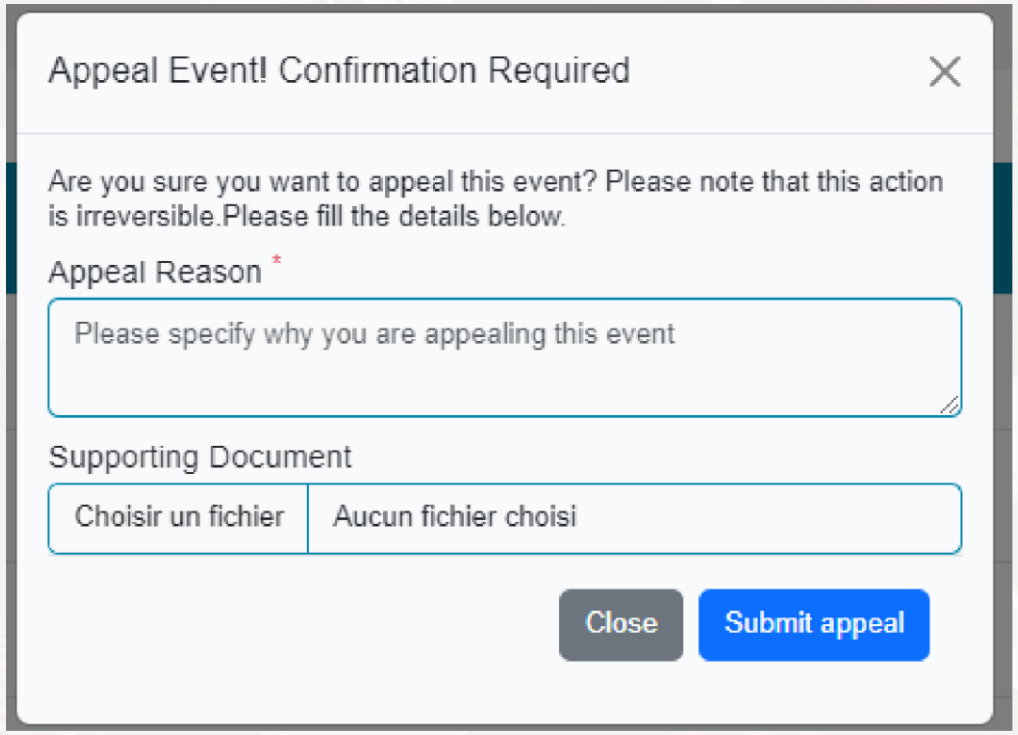
Terminology Changes

No provisionally compliant

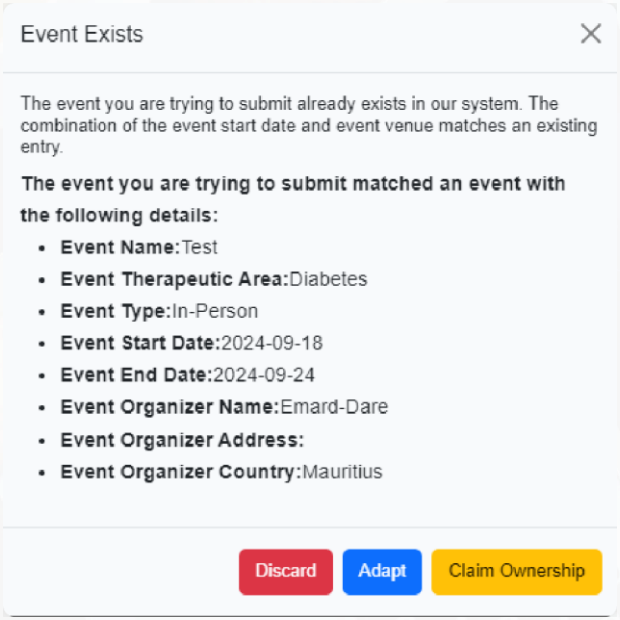
New terms: Precleared, under review, waiting for information

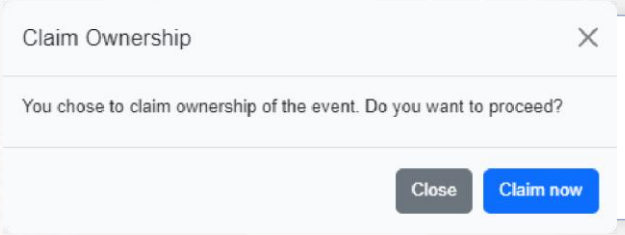
Appeal via CVS 2.0

Status	Action Required	Event Name	Therapeutic area	City	Start date	End date	Actions
Not Compliant	⚠	**Test** *EMT-24-00050*	Diabetes	Brussels	18/09/2024	24/09/2024	



Duplicates & Claim ownership





Avoid duplicates! Always check upfront in the search if the event was already submitted

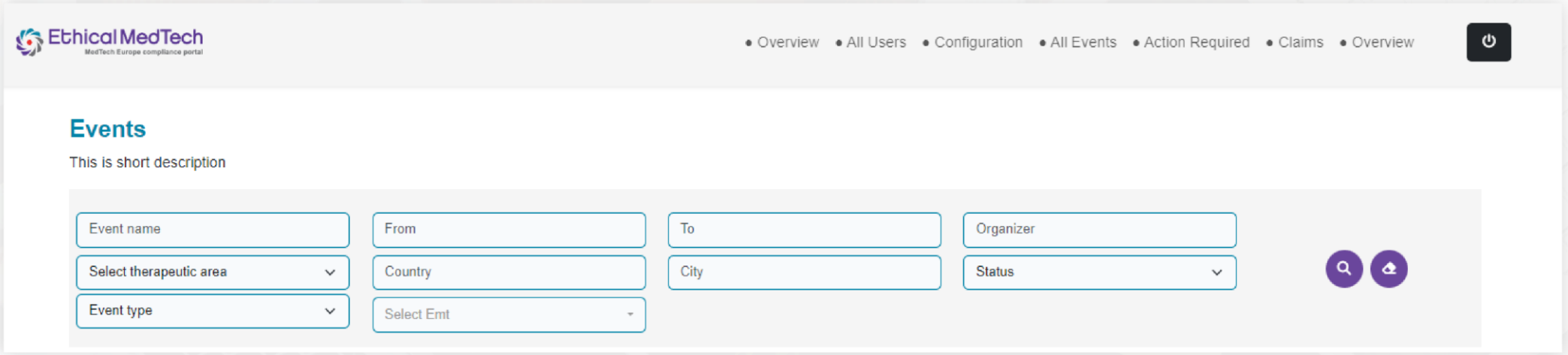
Automated control based on several Event details.

If you're the organizer, you can claim ownership, so that you can adapt the Event

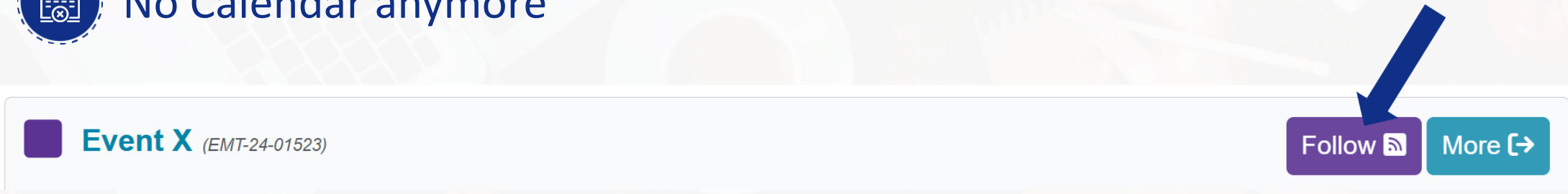
Adapt is to change the Event details. Discard will delete the record you just created.

Search Function

Search for Events (https://cvs.solutions.iqvia.com/all-events)



No Calendar anymore



Request for Information

You will receive a notification by email

Visible in the messaging (red bubble)

Status	Action Required	Event Name	Therapeutic area	City	Start date	End date	Actions
Waiting for information	⚠	**cheat sheet 2** *EMT-24-00042*	Other	Brussels	01/11/2024	02/11/2024	

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THANK YOU
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