

Sefton House, Sefton Park, Bells Hill, Stoke Poges, Slough SL2 4JS

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Servier Laboratories Ltd letter to HCP interested in Joint Working

Dear

You have asked Servier Laboratories to consider a Joint Working project. Servier Laboratories are keen to work in partnership with the NHS in appropriate circumstances and will therefore consider requests that facilitate innovation in the provision of healthcare to the benefit of the NHS and its patients. Servier Laboratories is an ethical Company committed to upholding the highest standards.

It is the policy of Servier Laboratories Ltd that a signed request letter on headed paper from the prospective Joint Working Partner must accompany all requests. We cannot consider any requests without this paperwork. Joint Working Project proposals will also need to go through a further approval process to satisfy the requirements of the ABPI Code of Practice for the Pharmaceutical Industry. Consequently, requests for Joint Working may take up to 4 weeks to process.

Principles of Servier Laboratories Joint Working Policy

- All Joint Working must be for the benefit of patients, although according to ABPI guidance it is expected that the arrangements will also mutually benefit Servier Laboratories and the NHS organisation.
- There must be a “pooling” of resources between Servier Laboratories and the NHS organisation. Resources may come in various forms, including people, expertise, equipment, communication channels, information technology and finance.
- Joint Working must be conducted in an ethical, open and transparent manner.
- Joint Working must take place at an organisational level, and not with individual healthcare professionals.
- Confidentiality of all information received in the course of the arrangement will be respected and not used outside the scope of the project.
- Servier Laboratories will maintain patient confidentiality and comply with data protection legislation at all times. Servier Laboratories staff will not engage in any patient contact or have access to data records that could identify specific patients.
- A copy of the executive summary of the Joint Working project agreement will be placed on the Servier UK website in line with ABPI requirements.
- Servier Laboratories will document and disclose any transfer of value (i.e. any indirect or direct transfer of value, whether in cash, in kind or otherwise) in line with the ABPI Code of Practice.

To help us consider your request, please include the following information in the request letter:

- A detailed description of the Joint Working Project
- Resources you are requesting from Servier Laboratories to contribute to the project, with a breakdown of costs, skills and other resources.
- Resources that your organisation will be able to provide.
- Full timescales and duration of the Joint Working project.
- How this Joint Working Project would benefit the NHS and its patients.
- Confirmation that all appropriate statements of the Joint Working Project being supported by Servier Laboratories in addition to yourselves will be included in printed materials.
- Please note the ABPI Code of Practice requires that either of the 2 following statements are prominently displayed on all printed materials associated with the Joint Working project.
 1. A statement declaring that the Joint Working project is supported by both Servier Laboratories and your NHS organisation.
 2. Alternatively both the Servier Laboratories Logo and your NHS Organisations Logo can be printed onto all printed materials.

Please send your request to the:

National Healthcare Development Manager
Medical Affairs Department
Servier Laboratories Ltd.
Sefton House
Sefton Park
Bells Hill
Stoke Poges
Slough
SL2 4JS

Your request will be given due consideration. Please understand that no guarantee can be made that the request for Joint Working will be approved, as various checks, including adherence to the ABPI Code of Practice and the internal policy of Servier Laboratories, will need to be carried out by Head Office.

Thank you for contacting Servier Laboratories with your request.

Yours sincerely

Sarah Fry
National Healthcare Development Manager
Servier Laboratories Ltd.