
MEDICAL SERVICE REPRESENTATIVES

1. Medical Service Representatives (MSRs) may detail medical staff and other professional staff members only by properly arranged meetings, an appointment, or at scheduled exhibits.
2. MSRs will first inform the appropriate pharmacy personnel of the therapeutic and supply-price aspects of new drugs which they wish to discuss in the medical center.
3. MSRs may enter patient care areas, and the emergency department, only on the specific invitation of the appropriate physician or nursing supervisor.
4. MSRs will ask the nursing supervisor of each clinic for permission to see physicians in that clinic.
5. MSRs are not permitted to use medical center paging systems for arranging appointments.
6. MSRs must wear a clearly visible identification badge while on the medical center premises, stating their name and the name of their company.
7. MSRs will only provide drug samples in compliance with the "Pharmaceutical Company Medication Samples" policy.
8. Pharmaceutical exhibits are open only to medical center personnel and shall be held in appropriate areas which are conducive to this interaction.
9. MSRs must note the formulary status of any drugs being discussed. For drugs being exhibited this must be indicated by a posted sign.
10. All newly assigned MSRs should follow the orientation procedure outlined in the "MSR Guidelines."
11. UWMC and HMC staff members should report infractions of these regulations, or evidence of misconduct on the part of the Medical Service Representatives, directly to the Director of Pharmacy (548-6060) for proper disposition.

Additional Policy regarding Vendors in Clinical Areas at HMC

Vendors will not be allowed in any clinical areas unless their presence is required by the provider for the care of a patient and the presence is completely independent of any decision to purchase or utilize a product. Vendor presence includes personally visiting, delivery of educational materials, token gifts or refreshments. Vendors will also not be able to utilize public resources (e.g. electronic mail, non-US mail) to access providers. Vendors accessing clinical areas to participate in the care of a patient must register at the Reception Desk on Ground Floor main entrance. In addition, vendors wishing to visit the OR must sign in with Surgical Services. Vendors with appointments may (at the medical staff member's discretion) meet with individual attendings and residents under that attendings supervision in clinical areas. Unscheduled meetings are not permitted. Vendors may provide refreshments, token gifts, or educational materials only on the first floor of the Harborview Research and Training Building or Harborview Hall Auditorium. Access to providers (medical staff, housestaff, students) in non-clinical areas will remain a privilege and at the discretion of the Chief of Service. Access to providers under this policy will comply with the State Ethics Law (RCW 42.50), guidelines for industry gifts to physicians adopted by the American Medical Association and Pharmaceutical Manufacturers and Research Association (PHRMA) or Medical Device Manufacturers Association (MDMA) – whichever is most restrictive.

Standard Medication Administration Times

9 a.m. – 9 p.m. Signas							Around-the-Clock Signas					
QD	BID	TID	QID	QHS	AC	PC	Q2H	Q3H	Q4H	Q6H	Q8H	Q12H
09	09	09	09	21	08	09	01	03	01	06	01	06
	17	13	13		12	13	03	06	05	12	09	18
		17	17		17	18	05	09	09	18	17	
			21				07	12	13	24		-or-
							09	15	17		-or-	
							11	18	21			09
							13	21			05	21
							15	24			13	
							17				21	
							19					
							21					
							23					

A signed physician's order is required for any change in the signa (directions for use) of a medication order.

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Standard medication administration times for medications at UWMC and HMC (excluding HMC Intensive and Intermediate care units) are shown in the chart below. Prescribers should note that B.I.D., T.I.D., and Q.I.D. signas result in a fixed number of doses administered between 9 a.m. and 9 p.m. daily. Such orders may not be appropriate for drugs with a short half-life and narrow therapeutic window. Rather, drugs intended for around-the-clock administration must be accompanied by a signed physician's order specifically indicating the desired time interval to elapse between doses. To insure the appropriate administration for selected drugs, the following standard dosing schedules have been adopted:

aminophylline: q 8h; q 6h
atrovastatin: q pm with dinner
azathioprine: q pm
benazepril: q 12h
captopril: q 12h; q 8h; q 6h
carvedilol: q 12h
dexamethasone, neonatal: qid 15 minutes before meals
diltiazem: q 8h; q 6h
disopyramide: q 8h; q 6h
disopyramide CR: q 12h; q 8h
enalapril: q 12h
enoxaparin: q 12h
flecainide: q 12h; q 8h
fluoxetine: q am
heparin SubQ: q 12h; q 8h
hydralazine: q 12h; q 8h; q 6h
isosorbide: tid; qid
labetalol: q 12h; q 8h; q 6h; q 4h
lansoprazole: q am 1h before breakfast
lisinopril: q 12h
losartan: q 12h
metoprolol: q 12h
methylprednisolone: q 12h; q 8h; q 6h
mexiletine: q 12h; q 8h
morphine "SR": q 8h; q 12h
nitroglycerin patch: apply q am remove q pm (or opposite)
nifedipine: q 8h; q 6h
omeprazole: q am 1h before breakfast
paroxetine: q am
pravastatin: q pm with dinner
prazosin: q 8h; q 12h
procainamide: q 4h
procainamide (Procan SR): q 8h; q 6h
procainamide (Procanbid): q 12h
propafenone: q 8h; q 6h
propranolol: q 12h; q 8h; q 6h
quinidine sulfate: q 8h; q 6h
quinidine SR: q 12h; q 8h
ranitidine: q hs; q 12h; q 8h
sertraline: q am
simvastatin: q pm with dinner
sotalol: q 12h
theophylline: q 6h; q 8h
theophylline SR: q 12h; q 8h
tocainide: q 12h; q 8h
TPN: q hs
verapamil: q 8h; q 6h
verapamil SR: q 12h
warfarin: q pm