

## Education Grant Reference Guide

DePuy Synthes and Ethicon (Company) support a variety of third-party bona fide educational events for U.S.-based health care professionals, including accredited (CME) and non-accredited (non-CME) programs that relate to disease states, conditions, and treatments relevant to Company's mission.

We strive to make the application process as simple and easy as possible. Please note that our policies and guidelines are subject to change. The most current guidelines can be referenced at [www.jnjmedicaldevices.com/en-US/support/education-grants/depu-synthes](http://www.jnjmedicaldevices.com/en-US/support/education-grants/depu-synthes) or [www.jnjmedicaldevices.com/en-US/support/education-grants/ethicon](http://www.jnjmedicaldevices.com/en-US/support/education-grants/ethicon).

### Who Is Eligible to Apply?

Requests for funding must be submitted by one of the following types of organizations, which are considered acceptable grant recipients:

- An academic institution/medical center
- A hospital
- A medical society
- A professional or governmental organization
- A patient advocacy group that has a bona fide interest in advancing education and research
- A quality organization (e.g. National Quality Assurance, Joint Commission, National Committee for Quality Assurance)

Grants are awarded to the requesting organization or accrediting provider. Individual health care professionals, authors, faculty members or private practices are not eligible for funding. If a Medical Education Communication Company (MECC) submits a request for an independent educational activity and the target audience is physicians, the acceptable grant recipient (i.e. teaching institution) must attest that they maintain control of the program content.

Please note that recipients in Vermont may be prohibited by law from receiving funding for non-CME events.

### Activity Types Eligible for Education Grant Consideration and Criteria

Each request is individually evaluated for compliance with education grant criteria, available budget and alignment with Company's therapeutic focus areas.

Eligible Activity Types: (Note: not all Companies support all activity types)

- Accredited meetings/courses created by eligible accredited CME providers
- Non-accredited meetings/courses created by eligible organizations
- Cadaver specimen workshops
- Tuition/travel grants for physicians in training (fellows or residents) to courses and national/large-scale meetings (course must be approved by Company)
- Journal Clubs
- Grand Rounds
- Fellowships (funding may be provided direct or through third party organizations)
- Research grants

For information on DePuy Synthes fellowships, please go to [www.jnjmedicaldevices.com/en-US/support/fellowships/depu-synthes](http://www.jnjmedicaldevices.com/en-US/support/fellowships/depu-synthes). Ethicon supports fellowship funding through The Foundation for Surgical Fellowships, a third-party foundation. This independent, non-profit organization maintains a separate application process that can be accessed through their website. To receive more information regarding The Foundation for Surgical Fellowships or to apply for funding, please visit the organization's website: [www.surgicalfellowships.org/](http://www.surgicalfellowships.org/).

Grant funding follows policies governed by the FDA's Guidance on Industry-Supported Scientific and Educational Activities, the ACCME Standards for Commercial Support, the AMA Guidelines on Gifts to Physicians, and the AdvaMed Code of Ethics on Interactions with Health Care Professionals. Please note that additional restrictions may apply based on state-specific regulations.

Overall considerations:

- Education grants are not contingent upon the use, purchase, or recommendation of Company products.
- Agendas will be reviewed for bona fide educational needs and topics, disease states, conditions, and/or treatments that are of legitimate business interest to Company.
- Company will only support a single year program. Multi-year commitments are not considered.
- The recipient is reviewed to ensure they are not on a government sanctions list or convicted of a criminal offense under 42 U.S.C. §1320a-7(a) but has not yet been excluded, debarred, suspended, or otherwise declared ineligible.

The following are key criteria for different types of education grants: (Note; not all Companies support all activity types)

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| <b>Tuition/Travel Grants:</b> Monetary grants to U.S. teaching institutions to help offset the cost of medical education course tuition and travel/lodging for physicians in training   |
| <ul style="list-style-type: none"><li>• Provided only for qualified physicians in training.</li><li>• Funding is provided to the institution as listed on the W-9.</li><li>• Allowable courses are only for appropriate educational conferences sponsored by professional associations or societies.</li><li>• Limit of one grant per HCP in training, per calendar year. Tuition/travel grants may be limited to a predetermined dollar amount based on the course.</li><li>• Venue should be conducive to educational learning (i.e. additional scrutiny is placed on requests where the event is held in a resort location/hotel).</li><li>• Recipients in Vermont may be prohibited by law from receiving support for travel grants.</li><li>• Exam and/or board prep courses are not eligible for grant support.</li><li>• Food or beverages are not funded.</li></ul>   |
| <b>Continuing Medical Education (CME)/Continuing Education (CE) Events:</b> Third party medical education programs that offer continuing education credits  |
| <ul style="list-style-type: none"><li>• Program content must be dedicated to promoting objective scientific and educational activities and offer a full day of live program content each day for multi-day programs, except for partial program travel days, or grand rounds, journal clubs, and single-day programs. A full day program is generally considered five hours or more of educational learning.</li><li>• Breaks to accommodate recreational activities do not qualify as educational content time.</li><li>• Venue should be conducive to educational learning (i.e. additional scrutiny is placed on requests where the event is held in a resort location/hotel).</li><li>• Total support from Company and other sources does not exceed the budgeted and reasonable expenses for the program.</li><li>• For CME events, exhibiting activities must occur in a location that is separate from any educational sessions.</li><li>• Reimbursement for registration, travel, lodging or other expenses for HCPs as participants cannot be considered as part of course support.</li><li>• Food or beverages, indirect costs, administrative fees, and institution overhead are not funded.</li></ul> |
| <b>Non-CME Events:</b> Third-party medical education programs that do not offer continuing education credit   |
| In addition to the CME event guidelines above, the following apply: <ul style="list-style-type: none"><li>• Program content must be consistent with the regulatory approved use of Company's products.</li><li>• Food or beverages, indirect costs, administrative fees, and institution overhead are not funded.</li></ul>   |

**Journal Clubs and Grand Rounds:** Participants evaluate published research or a case study for mutual awareness and benefit

- Event is conducted on hospital premises.
- Exhibiting Company products or engaging in promotional activities is not allowed.
- Recipients from Vermont may be prohibited by law from receiving support for non-CME journal club or grand rounds.
- Food or beverages, indirect costs, administrative fees, and institution overhead are not funded.

## How Do I Apply for an Education Grant?

To request support from DePuy Synthes companies, please go to [www.jnjmedicaldevices.com/en-US/support/education-grants/depu-synthes](http://www.jnjmedicaldevices.com/en-US/support/education-grants/depu-synthes) and apply through the appropriate business area. To request support from Ethicon, please go to [www.jnjmedicaldevices.com/en-US/support/education-grants/ethicon](http://www.jnjmedicaldevices.com/en-US/support/education-grants/ethicon).

One application may include multiple events. Applications must contain the following documentation to be considered:

- [Itemized Budget \(including any projected revenue\)](#)
- Detailed Agenda (including program date(s), times, venue, and faculty)
- Detailed Needs Assessment (including program objectives, target audience, and educational gap analysis)
- [Hands-on Course/Lab Information Form \(required for any request that includes a hands-on course or a lab, REGARDLESS of whether the request is for monetary support, product, or both\)](#)
  - NOTE FOR TUITION/TRAVEL REQUESTS – Neither this form nor the Mandatory Form are required for Tuition/Travel Requests any longer.
- [Ethicon Product Request Form \(required for any Ethicon product or equipment request\)](#)
- [W-9 \(must be signed within the last 12 months\)](#)
- Accreditation Certificate (only for CE/CME events, but NOT required for Tuition/Travel Requests)

The system accepts documents in the following formats: Word (.doc), Excel (.xls or .xlsx), PowerPoint (.ppt) and PDF (.pdf). The system does not recognize Zip (.zip) and Tiff (.tif) files. See the “Attachments” section on the on-line application for a complete list of acceptable file types.

Select “To apply for a grant click here”. You will be directed to an online system. Please read the statement shown under “Applicant Disclosure Statement” and select “Create new Grant Request”. The system will time out after 60 minutes. To complete the application in a timely manner, Company recommends having the required documents electronically available and complete before starting the submission process.

## Lead Time to Submit an Education Grant

Applications must be submitted at least 45 days in advance of the event date. Company will only consider requests for future events.

## Communication

Once a request has been successfully submitted, an e-mail will be sent confirming receipt of the application. This confirmation will include a grant identification number for your reference. Company communicates all decisions via a written response to the requesting organization.

## Letter of Agreement

All approved education grants require a formal commitment through the completion of a letter of agreement which must be signed by an authorized signer of the requesting organization and Company before the activity begins.

## Reconciliations

A reconciliation confirming that the granted funds were used according to the restricted letter of agreement is due to Company 60 days after the conclusion of the event. The requester must return any unused or excess funds provided by Company following the completion of the activity. If the institution fails to provide a satisfactory reconciliation, Company may be unable to provide Institution with future grants.

## Open Payments

Certain value transfers provided by Company to U.S. physicians or U.S. teaching hospitals – whether provided directly or indirectly – must be disclosed in accordance with the Physician Payments Transparency Requirements of the Patient Protection and Affordable Care Act of 2010 (codified at 42 U.S.C. 1320a-7h) (otherwise known as Open Payments or Sunshine Law).

Company consolidates its Open Payments data under a single entity. Thus, all 2013 and later transactions for DePuy Synthes and Ethicon will be associated with the consolidated single entry of Medical Devices Business Services.

If indirect funding is provided to an HCP, Company will request additional information from you.

For more information on Open Payments, please go to [www.hcctransparency.com/depuypayments](http://www.hcctransparency.com/depuypayments).

## Common Questions

### **Can I submit a request for a program that has already taken place?**

No. Applications must be submitted at least 45 days in advance of the event date. Company will only consider requests for future events.

### **Can I submit multiple requests?**

Institutions and societies are encouraged to submit multiple requests on a single application if all required documentation is available.

### **How long will it take to receive a decision?**

Timing of a decision is based on the event date and internal reviews. You will be notified of the decision as soon as possible.

### **Can funding be transferred to another program if the original program is changed?**

If the pertinent information changes for any approved grant; e.g. date, agenda, location, where the granted funds are being applied, etc., a notification must be sent to Company via email as soon as possible prior to the original event date. Because the letter of agreement states the purpose of the funds, transfer of the funds to a different program or a different element of the existing program is not permitted without prior approval from Company.

### **Am I required to return unused funds?**

Yes. In accordance with the executed letter of agreement, the requester must return any unused or excess funds provided by Company following the completion of the activity.

### **Can an HCP in training (e.g. resident /fellow) present a poster at a course or conference for which a tuition/travel grant is requested?**

Yes, if the HCP in training is registered for the course, is not attending the course for the sole purpose of presenting the poster, and the poster presentation is not the only poster presentation at the course. In these cases, the Company has no direct or indirect role in the selection of the HCP in training; that is, the requesting institution selects the HCP in training.

## Contact Information

### **Professional Relations and Operations [RA-ETHUS-edgrants@its.jnj.com](mailto:RA-ETHUS-edgrants@its.jnj.com)**

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