



Via Oncology

Disease Committee Conflict of Interest and Voting Policy

Effective July 1, 2017

Definitions:

- Via Pathways Co-Chairs (Co-Chairs) are oncologists from within the practices who license the Via Pathways (Via Network) who are selected to serve as one of two chairs for a Via Pathways Disease Committee (Disease Committee). From time to time, Via Oncology may select an oncologist outside of the Via Network for a Co-Chair role as needed. Co-Chairs are paid \$1,000 per quarter for their time (estimated at 2-4 hours per quarter).
- Voting Members are any physicians from within the Via Network who volunteer to participate on one or more Via Pathways Disease Committees and who complete a COI on an annual basis. Currently, Via does not limit how many physicians can be Voting Members.
- Observers are invited guests by Via Oncology as well as any interested physician from the Via Network who has not signed up to be a Voting Member. Via Network practices may also invite other staff such as pharmacists as observers. Observers may ask questions and participate in discussion but cannot vote.
- Via Clinical Content Team is comprised of Clinical Content Analysts, Content Manager, Clinical Pathway Pharmacists, Informatics Pharmacist, and Nurse Analyst. These individuals work closely with the Disease Committees and Co-Chairs to develop all needed materials for Disease Committee meetings, document discussions and decisions from Disease Committee meetings, and incorporate approved changes to the Via Pathways into the Via Portal.
- Significant Changes (requiring vote): Anything related to branching (questions/answers), treatment recommendations, work-up, surveillance, and monitoring. Does NOT include guidance notes (consensus-only).



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Conflict of Interest Policy Details:

In order to minimize the risk of actual or perceived conflicts of interest that might arise with Via Pathways Disease Committee members, the following conflict mitigating controls are in place:

- All Co-Chairs and Voting Members must complete an annual COI noting all personal and direct family member's financial relationships with vendors and the type of funding received:
 - Direct support for research (not payments to their institution)
 - Advisory board, consultant or speakers bureau
 - Ownership, patent, royalty or employment

These disclosures include, but are not limited to, pharmaceutical and biotechnology companies as well as diagnostic companies. (see link to [Co-Chairs](#) and their [current COI's](#))

- The COI is distributed, collected and memorialized by the Via staff during the month of June for the year beginning July 1st. Updates to COI's should be made as they are incurred by emailing support@viaoncology.com.
- Co-Chairs and Voting Members are strongly encouraged, but are not required, to recuse themselves (Vote = abstain) from voting on any matter for which they have a conflict of interest.
- COI Disclosures will be made available during voting but are always available on the public facing www.viaoncology.com website.
- The results of voting will be documented in the final meeting minutes and evidence reviews in terms of number of votes for, against and abstaining from each motion.
- The CEO and CMO of Via Oncology review all COI's and voting records annually for potential conflicts and address any areas of concern.
- Via staff and the Via CMO are not Voting Members and, as such, do not have a vote on any aspect of the Via Pathways.
- Via Oncology management, the Via CMO and compensated part-time medical directors complete [annual COI's](#) as well.



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Voting Policy Details:

In order to ensure a fair and comprehensive physician-driven process for making changes to the Via Pathways, the following policy has been developed and implemented:

- In preparation for Disease Committee Meetings, the Via Clinical Content team prepares a proposed agenda for review, guidance, and approval by the Committee Co-chairs. Finalized agendas will include discussions topics and relevant citations for the committee, and may include proposed voting measures as well. Agendas are distributed to all committee members for review and preparation for the committee meetings.
- At the Disease Committee meeting, agenda items are presented for discussion by the committee. These discussions may result in proposed motions to modify the Via Pathway. Any new topic introduced during the Disease Committee meeting that was not included on the agenda can be discussed but cannot result in a motion until the next meeting. This ensures that all Voting Members have an opportunity to review the relevant data before the topic moves to a proposed motion.
- At least three Voting Members must be present on the call in order to propose a motion for vote to modify the Via Pathways.
- Following the Disease Committee meeting, the Via Clinical Content Team prepares minutes that include the proposed motion to modify the Via Pathway as well as the evidence and rationale for proposed changes. This information is sent to the Disease Committee Co-chairs with written approval required by at least one Co-Chair.
- Upon approval by at least one Co-Chair, the Via Content Team emails the proposed motions, minutes, and flowcharts to all Voting Members for that Disease Committee.
- Voting Members have two business days to cast their vote of either Agree, Disagree, or Abstain.
- Voting members do not need to be present on the Disease Committee call to be eligible to vote; however, in order to cast their vote by email, Voting Members must designate that they have read the attached minutes from the Disease Committee meeting.
- At least three votes from Voting Members are required to pass a motion.



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- A simple majority of Agree votes (>50%) is required to pass a motion. Tie votes or less than 50% will result in no change to the Via Pathway.
- Final minutes will reflect the total Agree, Disagree, and Abstain counts. No individual names/votes will be reflected in the minutes or evidence reviews. Record of WHO voted (not their actual vote) will be available to customer leadership for their physicians.