

NOTICE REQUIREMENTS for PUBLIC COMMENT
Michigan Pharmacy & Therapeutics (P&T) Committee

The Michigan Pharmacy & Therapeutics (P&T) Committee meets quarterly. For each meeting there is an opportunity for either in-person public comment or advanced written public comment. This allows interested parties to present their comments to the Committee on either a new or existing drug product(s) and make coverage recommendations for the Committee's consideration. To request being added to the agenda to present your public comment in person, a written request must be received at least 6 business days before the meeting. The written request can be submitted through e-mail, fax or US mail and must be sent to the identified contact. Please carefully review the additional details below for more information about the written request requirements.

Public Comment Timing

Beginning with the December 2020 Committee meeting, public comment will be at the beginning of the agenda. This change was intended to reduce confusion about when interested parties should request public comment. Most drug products are required to be on the market for at least six months prior to review by the Committee. For advance planning purposes, the Michigan Department of Health & Human Services publishes the annual meeting schedule and a draft agenda three to six months in advance of the quarterly P&T Committee meetings on its pharmacy website at: <https://mi.primetherapeutics.com/> > Provider > P & T Committee > Meeting Information.

Those interested in providing public comment may visit this webpage for updates to the draft agenda, including any new drug products and workgroup recommendations added for review at upcoming Committee meetings.

To request in-person public comment, a written request must include all the following:

- Your name
- Your contact information (i.e., a phone number, email, and/or fax numbers)
- Identify any organization you are representing (e.g., pharmaceutical company or medical practice)
- Identify your relationship to any organization you are representing (e.g., your title/position with the organization, your participation as member of an organization's speaker's bureau, researcher including who is sponsoring/supporting the research, etc.)
- Identify the drug product or topic you request to comment on

The written request must be received at least 6 business days before the meeting date. This deadline ensures the Committee meeting materials, including agenda with list of public commenters can be finalized and distributed to the Committee members for review in advance of the meeting.

If your request is received in the timeframe specified, including all identification/contact information requirements, an email will be sent acknowledging your request and confirming your placement on the meeting agenda. You should receive this acknowledgement email no later than 6 business days prior to the meeting.

SUBMISSION OPTIONS

- 1) Email Donna Kreps at krepsd@michigan.gov with subject: *Public Comment - P&T Committee*
- 2) Fax 517-346-9892 with ATTN: Donna Kreps and subject: *Public Comment – P&T Committee*
- 3) Mail to MDHHS, ATTN: Donna Kreps, PO Box 30479, Lansing, MI 48909-7979

GUIDELINES FOR PROVIDING COMMENT

1. The time on the agenda for each agenda item is limited. An individual's comments to the committee are limited to 5 minutes in total. Public Comment is limited to 1 hour and therefore should the number of Public Comment speakers exceed 12, public comment slots will be reduced accordingly (e.g., 4 minutes each if 15 speakers).
2. Only one speaker "slot" will be available per meeting representing a single manufacturer or interest group. Within the allowable 5-minute time period, multiple speakers may share this "slot". Note: To prevent any concerns about affiliation or potential conflict of interest, pharmaceutical manufacturer payments (via <https://openpaymentsdata.cms.gov/>) will be checked for individuals requesting to provide public comment. If monies are identified, individuals will be asked to share a speaker "slot" with the pharmaceutical manufacturer(s).
3. NO reference or information as to pricing is allowed in any comment(s). Such information will be considered reason for immediately ending the comment opportunity.
4. It is requested that comment provided in relation to specific medications be directed toward how this product is clinically superior, any specific advantage(s) it offers, new evidence/research results or synergistic outcomes which have been demonstrated.
5. Committee members will be provided a finalized agenda with the list of speakers, any organization being represented (as applicable), speaker's relationship to any organization, and the topic as provided in the "request to comment".

WRITTEN MATERIALS

Written materials may be provided for committee members to supplement your in-person public comments or in lieu of in-person public comment. Unless forwarded electronically, three (3) copies are required initially although the Department may request additional copies.

P & T Committee Members have requested an opportunity to review such written materials in advance of the meeting. Therefore, written materials should be forwarded to the Committee contact following the same instructions and must also be **received at least six business days before the meeting date**.

Written materials can be submitted for Committee review without a request to present in-person public comment. The written materials should be forwarded to the Committee contact following the same instructions and must also be received at least six business days before the meeting date.

If your materials are received in the specified timeframe, you will receive an email confirming receipt and inclusion in the Committee Member's packets for review.

ADDITIONAL RESOURCES

FAQs for Drug Manufacturers: <https://mi.primetherapeutics.com> > Provider > Documents > Other Drug Information >

Pharmaceutical Manufacturers with drug coverage inquiries or questions about when their product(s) will be reviewed by the P&T Committee can email: MichiganManufacturerInquiries@primetherapeutics.com