



California Technology Assessment Forum Guidelines for Guest Testimony

The members of the California Technology Assessment Forum thank you for attending and look forward to your comments. The following guidelines for guest testimony have been developed to ensure the most productive use of the time available. Following the guidelines will ensure that your testimony makes the most positive contribution regarding the safety and efficacy of the technology being reviewed.

1. Declare any real or potential conflicts of interest, professional or financial, before making comments
2. Limit comments to 3 to 5 minutes
3. Speak to the recommendation
4. Specifically reference the technology assessment criteria
5. Focus on facts and direct scientific evidence, especially any issues related to the review of the scientific evidence itself including:
 - evidence not reviewed but available from peer-reviewed publications
 - interpretations of the evidence cited in the technology review

Please note: Unpublished evidence derived from abstracts is not considered in the reviews

6. Do not repeat points made previously
7. Educate and inform the panel and attendees as to:
 - study design issues that limit the availability of evidence for review
 - the possibility of developing better evidence, including any pending studies
 - size of the possible health effect from the technology *relative to the existing standard of care*. This should include any disadvantages/risks in addition to benefits
8. Avoid anecdotal information

Please note: The meeting format does not support the use of hand-outs, PowerPoint or slide presentations at the meeting itself. Guest commentary in writing to the Forum is strongly encouraged prior to the meeting.

California Technology Assessment Forum Mission Statement:

“To identify medical technologies that improve health”

June 6, 2003



CTAF Policy on Disclosure of Conflict of Interest

The Blue Shield of California Foundation defines conflict of interest as any situation in which a voting CTAF Panel Member or anyone who provides written or verbal testimony regarding technologies discussed and voted on during the CTAF meeting, has a relationship with the manufacturer of any commercial products and/or providers of commercial services discussed and voted on during the CTAF meeting. A relationship is considered as:

- a. Receipt or potential receipt of anything of monetary value, including but not limited to, salary or other payments for services such as consulting fees or honoraria in excess of \$10,000;
- b. Equity interests such as stocks, stock options or other ownership interests in excess of \$10,000;
- c. Status or position as an officer, board member, trustee, owner or employee of a company;
- d. Loan or debt interest; or intellectual property rights such as patents, copyrights and royalties from such rights;
- e. Manufacturer support of research in which you are participating;
- f. Any other relationship that could reasonably be considered a financial conflict of interest.

Relationship extends to include immediate family member(s) and/or any entity in which the voting Panel Member or person testifying may have an interest.

Any perceived conflicts of interest must be identified verbally or in writing by anyone who testifies on behalf of any commercial products and/or providers of commercial services discussed and voted on during the CTAF meeting.