



Southern Oncology Association of Practices

Compliance Rule Adopted by the Board of Directors, May 14, 2008 Revised 2/19/2009

As stated in the By-Laws for SOAP, Members must purchase contracted pharmaceuticals from the designated wholesaler. Member compliance to pharmaceutical purchases will be reviewed by the Organization **at least** twice (2 times) per year.

A letter, stating the items below, will be sent from SOAP to the Member if a Member is in a non-compliant status:

1. The Member will be allowed until the end of the month following 30 days to become compliant. If a member remains non-compliant at the end of the month following 30 days, membership will be terminated effective the next day, which will be the first day of month. (Example, A letter is sent to a Member, May 23 regarding non-compliance. The Member will have until June 30 [the end of the month following 30 days] to become compliant. If they remain non-compliant, their membership status will be terminated immediately beginning July 1.)
2. If a Member's non-compliant status falls within 2 months of a SOAP meeting, the following will also occur (even if the Member does become compliant during this time frame):
 - a. The Member will be responsible for ALL expenses for their attendee(s) at that particular meeting.
 - b. The Member may NOT submit any expenses for meeting reimbursement as outlined in the meeting information.
 - c. A Member will not be eligible to be elected to the board of directors at the upcoming Spring meeting.
 - d. The Member will not have voting privileges nor be able to attend any SOAP Business Meetings during this time.

Exception for Financial Hold Clients

SOAP Members who are placed on a Financial Hold by the selected wholesaler become non-compliant but due to extenuating circumstances. The following will occur:

1. The Member will receive a letter that SOAP has been notified of the financial hold status and the meeting actions as discussed in item #2 below will be put into effect.
2. During a financial hold status, the following will occur for any SOAP meetings:
 - a. The Member will be responsible for ALL expenses (however, SOAP will continue to pay for any SOAP provided meals at the meeting).
 - b. The Member may NOT submit any expenses for meeting reimbursement as outlined in the meeting information. (However, if a financial hold member has transitioned back to the selected wholesaler and is deemed compliant prior to the meeting, they may then submit the meeting expenses for reimbursement.)
 - c. A Member will not be eligible to be elected to the board of directors at the upcoming Spring meeting.
 - d. The Member will not have voting privileges nor be able to attend any SOAP Business Meetings during this time.
3. Once the financial hold status has been removed, the SOAP member MUST:
 - a. Sign and return to the selected wholesaler all declaration letters and any other paperwork within 7-14 days of being notified the financial hold status has been removed.
 - b. Allow up to 30 days for SOAP pricing to be loaded once member has transitioned back.
 - c. If member fails to transition back to selected wholesaler as noted above, then SOAP will send out the non-compliance letter as indicated in the Compliance Rule #1 above.

Signed by SOAP Active Member

Date