



## **Principles of understanding between the Patients Association and a Corporate Member**

It is important that partnerships and/or collaborations are based on the understanding that all activities must be conducted within a clearly understood and mutually accepted set of key operating principles, in order to avoid both the reality and/or the perception of improper or undue influence.

- There should be transparency at all times in any activities between (x) and the Patients Association.
- Confidential information about members of the Patients Association, individuals associated with it, or other confidential information remains the property of the Patients Association and shall not be made available to (x)
- Parameters and timeframes should be understood and agreed from the outset.
- Joint agreements or projects undertaken between the Patients Association and (x) should be based on equal partnership with mutual respect and trust.
- The Patients Association may offer information across a range of products and services, but (x) must not demand the endorsement of a single product or service.
- No undue influence should be exerted on the agenda, priorities or operations of the Patients Association.
- The independence of the internal policy making, political judgement and activities of the Patients Association should be assured at all times.
- The Patients Association with (x) should in no way compromise, or be seen to compromise, the independence of the Patients Association.
- (x) will at no time use the name or logo of the Patients Association, or make any claim of the Patients Association, without its prior written agreement, nor use any unauthorised quote from a member or staff member of the Patients Association.
- The Patients Association should be consulted on and retain ultimate editorial control over all materials produced in their name and the use of their logo.
- (x) will ensure that it respects the independence of any of its employees actively engaged in Patients Association work.

- The Patients Association and (x) will agree all costs before the commencement of any project.
- 50% of any project costs will be paid to the Patients Association prior to the commencement of the project with all outstanding balances due upon completion.
- All invoices due to the Patients Association will be paid within 14 days of issue.