

Firewall Policies & Procedures

Galen Publishing, LLC, d/b/a Advanced Studies in Medicine or ASiM

And

American Healthcare Communications, LLC

ASiM and American Healthcare Communications, LLC (hereinafter AHC), and their employees, acknowledge and understand that due to the unique nature of the enterprise in which both companies do commerce, and the fact that both companies are affiliated and inextricably linked, it is necessary for certain policies and procedures to be established and strictly observed in order to protect and uphold the integrity of the continuing medical education (i.e., “CME”) profession. These policies and procedures are as follows:

- ASiM and AHC will maintain offices in different physical locations
- ASiM and AHC will not share the same mailing address or phone, email, and/or Internet/Intranet systems
- ASiM and AHC employees are prohibited from sharing any and all information specific to company commerce, unless information pertains to execution of certain services (see below)
- ASiM can provide, at its discretion, certain services to AHC, so long as those services do not jeopardize ASiM status as a non-commercial interest, as per ACCME standards; those services are limited to:
 - Desktop publishing
 - Editorial services (i.e., manuscripts trafficking, proofreading, copyediting, fact checking)
 - Internet programming
 - Meeting logistics
 - Payroll and accounting