**HCP/HCO Methodological Note Template**

This optional template should be completed in conjunction with the [guidance](https://www.pmcpa.org.uk/guidance-and-qas/guidance/) on the PMCPA website.

**Please do not rearrange or delete any of the headings and/or subheadings below.**

Last revised: 01 October 2025 V1.0

---------------------------------- Remove above section from final ---------------------------------

[ADD company logo/header]

Version: [ADD last updated date]

Country: [ADD country]

[ADD company name]: Methodological note for HCP/ORDM/HCO disclosure [ADD data year]

Data year: [ADD]

Year of publication: [ADD]

[Introduction – optional free text/section can be removed]

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# Definitions

## Recipients

[ADD detail]

## Kind of ToVs

[ADD detail]

# Disclosure’s Scope

## Products concerned

[ADD detail]

## Company concerned

[ADD detail]

## Excluded ToVs

[ADD detail]

## ToVs date

[ADD detail]

## Direct ToVs

[ADD detail]

## Indirect ToVs

[ADD detail]

## Non-monetary ToVs

[ADD detail]

## ToVs in case of partial attendances or cancellation and refund

[ADD detail]

## Cross-border activities

[ADD detail]

## R&D

[ADD detail]

## Voluntary disclosure

[ADD detail]

# Specific considerations

## Country unique identifier

[ADD detail]

## Self-incorporated HCP

[ADD detail]

## Multi-year agreements

[ADD detail]

## Country specificities

[ADD detail]

## Quality Checks

[ADD detail]

# Data protection legal basis

## Consent collection

[ADD detail]

## Legitimate interests

[ADD detail]

# Form of disclosure

## Date of publication

[ADD detail]

## Disclosure platform

[ADD detail]

## Disclosure language

[ADD detail]

# Disclosure financial data

## Currency

[ADD detail]

## VAT included or excluded

[ADD detail]

## Calculation rules

[ADD detail]

# Additional Information

[ADD detail]