

**DEPARTMENT NAME**  
**Procedure Name**

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- Purpose** 1 Type purpose for the procedures
- Scope** 2 This policy applies to Faculty Members.
- Definitions** 3 In this policy
- a) "AHS" means Alberta Health Services.
  - b) "Conflicts of Interest" occur when a Faculty Member or his/her immediate family have a significant financial or other personal consideration that may compromise or have the potential to compromise or have the appearance of compromising his or her professional judgment or integrity in clinical responsibilities, teaching, conducting or reporting research, or performing other obligations.
  - c) "Educational Activities" include, but are not limited to, courses, lectures, seminars, symposia, workshops, simulation training, journal clubs, and rounds that are part of the formal or informal curriculum of a University educational program. Educational Activities offered through the Cumming School of Medicine include learners in the Bachelor of Health Sciences, Undergraduate Medical Education, Post

Graduate Medical Education, Continuing Medical Education and Professional Development, and Graduate Science Programs.

- d) "Faculty Members" include full time and clinical/adjunct faculty members associated with the Cumming School of Medicine.
- e) "Faculty" means Cumming School of Medicine.
- f) "Family" means a Faculty Member's spouse or partner and dependent children or step-children.
- g) "Industry" includes private sector pharmaceutical, diagnostic, biotechnology, medical device, information communications, hospital and research equipment and supplies industries. It includes entities that do business with the intent of or possibility of commercial gain. It includes organizations such as banks, insurance companies and other financial institutions which may benefit from a relationship with the Faculty or Faculty Members. It does not include Alberta Health Services or government.
- h)

**Procedures**

- 4** **4.1** Faculty Members will report Industry Relationships that could be viewed as a Conflict of Interest by completing the COI Disclosure form on the sharepoint site
- 4.2** The COI Disclosure form will be updated at least once annually.
- 4.3** Faculty Members who need to disclose the personal information of a Family member will obtain and retain the Family member's consent if to disclose personal information about a Family member
- 4.4** Faculty Members will report the sources of revenue paid (or promised to be paid) for aggregate amounts exceeding \$5000 within the 12 month reporting period.
- 4.5** Disclosure will include:
  - Board memberships
  - Consultancy work
  - Employment
  - Honoraria and/or payment for work undertaken related to lectures/presentations, educational materials, manuscripts
  - Patents (planned, pending or issued)
  - Royalties
  - Stock/stock options or similar ownership interest in such business but excluding interest arising from investment funds over which the member does not exercise control (e.g., mutual or managed funds).
  - Other income that might be expected from a business where a Conflict of Interest might be perceived (e.g., fees, interest in real or personal property, dividend, rent, gifts in kind)

<b>Parent Policy</b>	<b>5</b>	Cumming School of Medicine: Disclosure and Management of Potential Conflicts of Interest in Relationships with Industry
<b>Instructions/Forms</b>	<b>6</b>	<a href="#">Conflict of Interest: Instructions for US Public Health Services Funding Disclosure of FCOI</a>
<b>Related Procedures</b>	<b>7</b>	Link to other procedures in the database
<b>Related Information</b>	<b>8</b>	Add titles/hyperlinks for any related documents (eg. manuals)
<b>References</b>	<b>9</b>	Insert text / attach document / add hyperlink
<b>History</b>	<b>10</b>	<i>Approved:</i>  <i>Effective:</i> February 11 2014