Conflict of Interest Decision Tree

Identify planning committee members/faculty

Obtain disclosure re: COI:

YES

Refuses – stop involvement

NO

If you are in a position to control the content of this educational activity (planner, faculty, presenter, content specialist), you must disclose whether or not you have a conflict of interest. Conflict of interest disclosure identifies the presence or absence of any potentially biasing relationship of a financial, professional or personal nature. A perceived conflict of interest would occur, for example, if you have or a member of your family has, within the past 12 months, received a salary, royalty, speaking honorarium, research appointment, board of directors remuneration, or consulting fee from an organization whose product or service is being discussed in the learning activity or if your or a family member own stock in such a company. Conflict of interest would also occur if you have any potential to benefit personally or professionally from the presentation (work for a proprietary company presenting the learning activity, have written a book about the topic, provide consulting services related to the topic, etc.

Has this occurred in the last 12 months?

Yes – COI

Can this COI be resolved?

Yes

Resolved – proceed

No

No COI - PROCEED

Longer than 12 months – No COI

Proceed

No

Not resolved – stop involvement

Example/Suggestions for resolving COI:
- Discussing conflict with planning member or faculty & how the person can ensure that there will be no bias
- Having the person sign an agreement that says they:
  * will not bias information presented,
  * will not promote any product or company,
  * will not discuss any drugs or if do, will discuss using generic names & will discuss all drugs within that classification,
  * will not discuss research they have done or if do talk about research, they will integrate all research done on that topic.

Disclose COI and resolution of planners and faculty to learner: In writing (i.e. advertising, handout, etc.) – keep evidence of this in file for six years

Submitted by: Pam Dickerson, Sandy Noll, Zandra Ohri