

Oregon Psychiatric Association

A District Branch of the American Psychiatric Association

PO Box 2042, Salem, OR 97308

Email this form as a pdf to ekramer931@gmail.com or fax to (717)848-1127

Disclosure Form & Conflict of Interest Resolution

It is the policy of OPA to ensure balance, independence, objectivity, and scientific rigor in all CME activities. Anyone engaged in content development, planning, or presentation must complete this form.

CME Program: _____	Date: _____
Please indicate your role in this CME activity: <input type="checkbox"/> Planning Committee Member <input type="checkbox"/> Presenter <input type="checkbox"/> Moderator	
Your Name: _____	Phone: _____
Title of your Presentation: _____	Email: _____

DISCLOSURE

YES **NO** Have you (or your spouse/partner) had a personal financial relationship **in the last 12 months** with the manufacturer of the products or services that will be discussed in this CME activity (planner) or in your presentation (speaker/author)?

If **NO**, skip to **DECLARATION** section below. If **YES**, please list your disclosures **and** approaches to resolutions below.

Commercial Interest	Nature of Relevant Financial Relationship
Name of Company	Employee, Grants/Research Support recipient, Board Member, Advisor or Review Panel member, Consultant, Independent Contractor, Stock Shareholder (excluding mutual funds), Speakers' Bureau, Honorarium recipient, Royalty recipient, Holder of Intellectual Property Rights, or Other
1.	
2.	
3.	
4.	

The following mechanisms have been identified to resolve conflicts of interest. Please check all that apply:

Presenter/Authors

- I will support my presentation and clinical recommendations with the "best available evidence" from the medical literature.
- I will refrain from making recommendations regarding products or services, e.g., limit presentation to pathophysiology, diagnosis, and/or research findings.
- I will recommend an alternative presenter for this topic for the planning committee's consideration.
- I will submit my presentation in advance to allow for adequate peer review.
- I will or have divested myself of this financial relationship.

Planners

- To the best of my ability, I will ensure that any speakers or content I suggest is independent of commercial bias.
- I will recuse myself from planning activity content in which I have a conflict of interest.

Additional information may be requested to resolve conflicts of interest. Disclosure will be made to participants prior to the educational activity.

DECLARATION

1. I will uphold academic standards to insure balance, independence, objectivity, and scientific rigor in my role in the planning, development or presentation of this CME activity and I agree to comply with the OPA conflict of interest policy.
2. I agree to comply with the requirements to protect health information under the Health Insurance Portability & Accountability Act of 1996. (HIPAA)
3. I will inform learners when I discuss or reference unapproved or unlabeled uses of therapeutic agents or products.

Signature _____

Date: _____

OREGON PSYCHIATRIC ASSOCIATION CONFLICT OF INTEREST POLICY

In order to comply with the ACCME's Updated Standards for Commercial Support, OPA has implemented a procedure to: 1) review materials to ensure that there is no conflict or bias; and 2) ensure that anyone who is in a position to control the content of the educational activity has disclosed all relevant financial relationships with any commercial entity. In addition, all potential conflicts of interest must be identified and managed prior to the educational activity.

The ACCME considers **relevant** financial relationships to create conflicts of interest in CME when individuals have both a **relevant** financial relationship with a commercial interest **and** the opportunity to affect the content of CME about the products or services of that commercial interest. In the case of speakers, they can be considered to have a COI if they have a **relevant** financial relationship with a company and then discuss that company's products or services in their presentation.

Steps to review CME materials:

- 1) The members of the Program Committee have developed a critique form which is used to evaluate each proposal made for CME purposes. Each proposal will be evaluated by committee members; any member who has presented a proposal for review will recuse himself or herself from critiquing their own proposal.
- 2) After all proposals have been critiqued, the committee will assess which proposals best fit the criteria for our mission and the CME program at hand.
- 3) Once slides or handouts are received from speakers, a member of the committee who does not have a **relevant** financial relationship to the commercial products mentioned in the presentation will determine if there is a conflict or bias and make recommendations to the speaker on how to eliminate or correct each instance. If the conflict or bias can not be corrected, the proposal will be withdrawn from presentation.

Steps to assess and then manage possible conflicts of interest:

- 1) All planners (including staff) will sign Planning Committee Disclosure forms declaring if there is a financial relationship.
- 2) All speakers/presenters will sign Speaker Disclosure forms declaring if there is a financial relationship.
- 3) If a planner or speaker/presenter has a **relevant** financial relationship **to a commercial entity or product**, that person will be required to fill out a Management of Conflict of Interest form which lists ways to resolve conflict.
- 4) The Management of Conflict of Interest form will be reviewed first by the Executive Director and then by another member of the Program Committee who does not have a **relevant** financial relationship to the **commercial entity or product in question**.
- 5) The Conflict of Interest policy will seek to eliminate conflicts by doing the following:
 - Each presentation will include validation of evidence-based content.
 - Peer review of content will be done to ensure absence of bias and, if necessary, content will be restructured.
 - The speaker will offer no recommendations regarding any commercial product with which they have ties and will limit content to scientific data and research results. If the Conflict of Interest in question can not be resolved in the opinion of the Program Committee, then another speaker will be assigned to address recommendations for product use or recommendations for product use will be eliminated from the lecture content in question.
 - Verbal disclosure of possible conflict will be made prior to the presentation.
- 6) Executive Director or committee member reviewer will complete the Management of Conflict of Interest form to document what steps have been taken to maintain integrity of CME planning activities.