

## Declaration of conflict of interest

The College of Family Physicians of Canada (CFPC) and the Royal College of Physicians and Surgeons of Canada (Royal College) require all Presenters *and* members of Planning Committees to complete the Declaration of Conflict of Interest form, the intent of which is not to prohibit speakers from presenting, but rather to inform the audience of any bias that speakers may have.

**Definition:** A conflict of interest is a situation in which the personal and professional interests of individuals may have actual, potential, or apparent influence over their judgment and actions.

1. **All financial or in-kind relationships** (not only those relevant to the subject being discussed) **encompassing the previous two (2) years up to and including the current presentation, must be disclosed**
2. It is the presenter's responsibility to ensure that their presentation (and any recommendations) is balanced and reflects the current scientific literature. The only caveat to this guideline is where there is only one treatment or management strategy. *Unapproved use of products or services must be declared within the presentation.*
3. Disclosure must be done verbally *and* displayed in writing at the beginning of a presentation or included in the written conference materials.

**This form must be completed and submitted to your Accredited CPD Provider prior to the start date of the event or program:**

- Part 1 must be completed by all presenters and planning committee members
- Part 2 must be completed by all presenters

**Examples of relationships that must be disclosed include but are not limited to the following:**

- Any direct financial interest in a commercial entity such as a pharmaceutical organization, medical device company, or communications firm ("the Organization")
- Investments held in the Organization
- Membership in the Organization's advisory board or similar committee
- Current or recent participation in a clinical trial sponsored by the Organization
- Member of a speakers' bureau
- Holding a patent for a product referred to in the CPD activity or that is marketed by a commercial organization
- Receiving honoraria to speak on behalf of a pharmaceutical organization or medical communications company, including talks for which you have been contracted but have not yet received payment

**False disclosure or failure to disclose conflict of interest as outlined in this document could require the planning committee to replace the presenter/speaker.**

**Part 1: All Presenters and Planning Committee members must complete this form and submit to your Accredited CPD Provider. Disclosure must be made to the audience whether you do or do not have a relationship with a commercial entity such as a pharmaceutical organization, medical device company or a communications firm. If you require more space, please attach an addendum to this page.**

- I do **not** have an affiliation (financial or otherwise) with a pharmaceutical, medical device or communications organization.
- Speakers who have no involvement with industry should inform the audience that they cannot identify any conflict of interest.
- I **have/had** an affiliation (financial or otherwise) with a pharmaceutical, medical device or communications organization.
- Complete the section below as it applies to you during the *past two (2) calendar years and including current year*. Please indicate the commercial organization(s) with which you have/had affiliations, and briefly explain what connection you have/had with the organization. You must disclose this information to your audience both verbally *and* in writing.

	Company/Organization	Details
I am a member of an advisory board or equivalent with a commercial organization.		
I am a member of a speakers' bureau.		
I have received payment from a commercial organization (including gifts or other consideration or in-kind compensation).		
I have received/or will be receiving a grant or an honorarium from a commercial organization.		
I hold a patent for a product referred to in the CPD program or that is marketed by a commercial organization.		
I hold investments in a pharmaceutical organization, medical device company, or communications firm.		
I am currently participating in or have participated in a clinical trial within the past two years.		

**Part 2: Only Presenters must complete this section.**

	<b>Choose one</b>		
I intend to make therapeutic recommendations for medications that have not received regulatory approval (i.e. "off-label" use of medication).	<b>Yes</b>	<b>No</b>	You must declare all of-label use to the audience during your presentation
	The CFPC and the Royal College require faculty presentations to be consistent in their use of either generic names, trade names or both generic and trade names during their presentation.		

**Part 3: I am a (check all that apply):**     **Faculty/Presenter**     **Planning Committee Member**

<p><b>Name of Program/Event:</b> _____ <b>Date:</b> _____</p> <p><b>Acknowledgement:</b> I, _____, acknowledge that I have reviewed the declaration form's instruction and guidelines and that the above information is accurate. I understand that this information will be publicly available.</p> <p><b>Signature:</b> _____ <b>Date:</b> _____</p>
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