

**Disclosure of Relevant Financial Relationships**  
*AOA Standard 2.2.4.2, ACCME Criterion 7 (SCS 6), CPME 8.0*

Des Moines University must ensure balance, independence, objectivity, and scientific rigor in all its individually sponsored education activities. This document must be completed by all individuals who have influence over the content of the educational activity (i.e., activity director(s), planning committee, faculty, etc). Any individual who refuses to disclose relevant financial relationships will be disqualified from influencing continuing medical education (CME) content and cannot have control of, or responsibility for, the development, management, presentation or evaluation of the activity. The intent of the disclosure is not to prevent an individual with a significant financial or other relationship from being involved in a CME activity, but rather to provide the audience with information on which they can make their own judgments. Persons who fail to sign and return this form are not eligible to be involved as a presenter/planner.

**Name:**

**CME activity:**

**Date:**

**Please indicate your role in this CME activity (check all that apply):**

- Presenter                       Moderator                       Planning/Approval Committee  
 Author                               Activity Director

**Presenters/Authors**

How do you plan to balance any potential conflicts of interest and keep your presentation free of commercial bias? (check all that apply)

- I will use generic names when possible. If proprietary names are used, I'll mention several companies that make relevant products.  
 I will discuss the pros and cons of competing products in my presentation.  
 I will submit my talk in advance to allow for adequate peer review.  
 Not applicable

**Planners/Activity Director**

- 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.  
 Not applicable

**Disclosure of Relevant Financial Relationships**

Relevant financial relationships are those in which an individual (including the individual's spouse/domestic partner) in the last 12 months has had a personal financial (any amount) relationship with a commercial interest who produces, markets, re-sells, or distributes health care goods or services consumed by, or used on, patients and/or who also has control over educational content (planning or presenting) about this activity. Providers of clinic services directly (i.e., clinics, hospitals, etc.) are NOT commercial interests.

**Regarding your role in this CME activity (check one):**

- No, I have no relevant financial relationship.  
 Yes, I have a relevant financial relationship. (Provide information below)

Nature of Financial Relationship	Name of Company(s) and Relationship	Self	Spouse/ Partner
<input type="checkbox"/> Consultant		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Speaker's bureau		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Grant/research support (principal investigator or working directly for company/company's agent)		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Stock shareholder (self managed)		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Honoraria		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Full-time/part-time employee		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Other (describe)		<input type="checkbox"/>	<input type="checkbox"/>

**Disclosure of Off-Label Uses AOA Standard 2.2.4.3**

If at any time during my presentation I discuss an off-label use of a commercial product/device, I understand that I must provide disclosure of that intent.

- No, I do not intend to discuss an off-label use of a commercial products(s)/devices(s).
- Yes, I do intend to discuss off-label uses of the following commercial products(s)/devices(s) and agree to inform learners of such.
- Not applicable

**Declaration**

I will uphold Des Moines University's continuing medical education standards and guidelines to ensure balance, independence, objectivity, and scientific rigor in my role in the planning, development or presentation of this activity.

I understand that continuing education accreditation guidelines prohibit me from accepting any reimbursement (financial, gifts, or in-kind exchange) for this presentation from any source other than the accredited CME provider or its educational partner.

Additional information may be requested to address any perceived conflict of interest. All identified conflicts of interest will be managed and resolved in advance of the activity and disclosure information will be shared with the activity participants.

**Signature:**

**Date:**

**Review Process and Resolution of Possible Conflict of Interest (For CME Office Use Only)**

AOA Standard 3.13

- Risk Assessment:  None     Low     High
- Significant factors:  Relationships     Previous Evaluation Data     Topic Area

**Referred to:**

- Activity director
  - Planning committee member
  - Other
- Name: \_\_\_\_\_
- Name: \_\_\_\_\_

**Proposed action:**

- Conduct peer review
    - Independent review of abstracts
    - Independent review of presentation/slides
  - Limit scope of the presentation
    - Narrow the materials covered
    - Omit specific recommendations
  - Verify recommendations based on structured review of best evidence
- Alternate speaker or planning member identified
  - Assign on-site monitor
  - Alter activity design to ensure fair and balanced treatment or topic (e.g., include non-pharmacological, panel discussion, Q & A time)
  - Dissolve financial relationship (attach documentation)
  - Other: \_\_\_\_\_

**Final Outcome:**

Notes: \_\_\_\_\_

\_\_\_\_\_

Follow-up evaluation data (post-activity): \_\_\_\_\_

Participant feedback (%) response    Free of bias     Yes, \_\_\_\_\_%     No, \_\_\_\_\_%

On-site monitor present?     Yes     No    If yes, name: \_\_\_\_\_