

University of Illinois at Chicago Department of Occupational Therapy Continuing Education Speaker and Presenter Disclosure Form

The University of Illinois at Chicago (UIC) ENGAGE-IL is committed to ensuring that all activities for continuing education credit are independent of commercial interests. Commercial interests include financial and non-financial interests that the speaker or instructor may have in a service or product mentioned in the activity. This policy is to ensure that the materials presented in continuing education activities are based on best clinical evidence without any commercial bias.

All individuals who are in a position to control or influence any content presented through the UIC ENGAGE-IL for AOTA CE activity are required to disclose all relationships with any commercial interest. Disclosure of all interests must be submitted to the ENGAGE-IL CE committee for review. All conflicts of interest, including potential ones, must be resolved prior to planning, implementation, or evaluation of the educational activity. Relationships must also be disclosed to the learners prior to the start of the educational activity. UIC ENGAGE-IL will ensure that the source of support from the Commercial Interest, either direct or "in-kind" is disclosed to participants, in marketing and program materials, at the time of the activity.

Refusal to disclose potential conflicts will disqualify a speaker from participating in an OT activity. These disclosure forms will be maintained and kept for the duration of the activity and kept on file thereafter. In the event a speaker/instructor may have a future presentation, the speaker/instructor will be asked to review and update the disclosure statement.

Conflict Resolution:

In the event that a speaker discloses a potential conflict of interest, the UIC ENGAGE-IL CE committee will take steps to evaluate and resolve the issue.

1. The committee will review the activity content and conflict of interest to ensure it is free from commercial bias. If need be, an external content reviewer may be asked to step in to review the activity for integrity and potential bias. Together, the committee will determine if the conflict is independent of the materials presented, appropriately used from the commercial support, or a form of commercial promotion.
2. If the conflict does not influence the activity content, the committee will deem the conflict to be resolved.
3. If a conflict was determined to exist, possible actions to resolve the conflict include:
 - Requesting that the speaker/instructor to modify, update, or remove specific content in the activity that presents the conflict of interest
 - Not awarding contact hours for the portion of the activity with the conflict or all of the educational activity
 - Removal of the speaker/instructor