

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

University of Illinois at Chicago ENGAGE-IL Continuing Education Speaker and Presenter Disclosure Form

Name:

Title:

Organizations:

Title of Learning Activity:

I have no actual or potential conflict of interest in relation to this activity

I have (or my partner/spouse has) a potentially commercial interest, either financial or non-financial, that could be perceived as a real or apparent conflict that may influence the activity content.

Actual, potential, or perceived conflicts of interest:

Grant or research support

Stock holder

Salary

Clinical investigator

Consultant

Royalty

Speaker's Bureau

Other (please specify)


The following agreement confirms the terms and conditions of the speaker/instructor with UIC ENGAGE-IL to provide AOTA CE learning activity credits.

I have disclosed all potential conflicts of interests and this information will be shared with the learner.

I have read the UIC ENGAGE-IL copyright policy for CE activities. I confirm that either 1) the materials I provide to UIC Department of Occupational Therapy do not contain any copyright materials owned by another person or entity; and/or 2) I have written permission to distribute and reproduce copyrighted materials by the individual or entity that owns that material. Under the copyright policy, (if applicable) I have agreed to provide the written permission by the individual or entity to UIC Department of Occupational Therapy.

I agree that the materials and my presentation is aligned with the standards of professional conduct. The presentation I have prepared is fair and balanced, independent of bias and meets objective and scientific rigor. To the best of my extent, materials are evidence-based and current and meets the standards of occupational therapy education and practice.

I have read and fully understand the information provided to me in this form. By signing below, I attest to each item and agree to be held against these terms and conditions.

 1/17/17 (signature and date)