



Documentation of the Resolution of COI for a CE Activity

Introduction

The documentation of the mechanisms used to resolve *relevant* conflicts of interest (COI) is a critical requirement of all accrediting agencies. **Planners and Reviewers** must have their COI resolved BEFORE they begin their work as planners or reviewers. Therefore, obtaining financial relationships immediately upon inviting planners is important. Relevant **Faculty** COI should be reviewed in two stages: (1) initially upon receipt of their disclosure form to rule out their participation if COI is significant or irresolvable, and (2) after their presentations are prepared and before the date of the activity so that content can be reviewed and edited if necessary.

PART 1: PLANNER AND REVIEWER RESOLUTION OF COI

Name of Planner #1: No Relevant COI Reported

Conflict A: Type of COI How was this COI resolved? (check one or more choices below)

- Another planner participated in the planning process to ensure fair balance
- Planner with COI recused him/herself from planning content relevant to the reported conflict
- Reported COI is not related to activity content

Conflict B: Type of COI How was this COI resolved? (check one or more choices below)

- Another planner participated in the planning process to ensure fair balance
- Planner with COI recused him/herself from planning content relevant to the reported conflict
- Reported COI is not related to activity content

Conflict C: Type of COI How was this COI resolved? (check one or more choices below)

- Another planner participated in the planning process to ensure fair balance
- Planner with COI recused him/herself from planning content relevant to the reported conflict
- Reported COI is not related to activity content

Name of Planner #2: No Relevant COI Reported

Conflict A: Type of COI

- Another planner participated in the planning process to ensure fair balance
- Planner with COI recused him/herself from planning content relevant to the reported conflict
- Reported COI is not related to activity content

Conflict B: Type of COI

- Another planner participated in the planning process to ensure fair balance
- Planner with COI recused him/herself from planning content relevant to the reported conflict
- Reported COI is not related to activity content

Conflict C: Type of COI

- Another planner participated in the planning process to ensure fair balance
- Planner with COI recused him/herself from planning content relevant to the reported conflict
- Reported COI is not related to activity content

PLANNER AND REVIEWER RESOLUTION OF COI (cont'd)

Name of Planner #3:

No Relevant COI Reported

Conflict A: Type of COI How was this COI resolved? (check one or more choices below)

- Another planner participated in the planning process to ensure fair balance
- Planner with COI recused him/herself from planning content relevant to the reported conflict
- Reported COI is not related to activity content

Conflict B: Type of COI How was this COI resolved? (check one or more choices below)

- Another planner participated in the planning process to ensure fair balance
- Planner with COI recused him/herself from planning content relevant to the reported conflict
- Reported COI is not related to activity content

Conflict C: Type of COI How was this COI resolved? (check one or more choices below)

- Another planner participated in the planning process to ensure fair balance
- Planner with COI recused him/herself from planning content relevant to the reported conflict
- Reported COI is not related to activity content

Name of Planner #4:

No Relevant COI Reported

Conflict A: Type of COI How was this COI resolved? (check one or more choices below)

- Another planner participated in the planning process to ensure fair balance
- Planner with COI recused him/herself from planning content relevant to the reported conflict
- Reported COI is not related to activity content

Conflict B: Type of COI How was this COI resolved? (check one or more choices below)

- Another planner participated in the planning process to ensure fair balance
- Planner with COI recused him/herself from planning content relevant to the reported conflict
- Reported COI is not related to activity content

Conflict C: Type of COI

- Another planner participated in the planning process to ensure fair balance
- Planner with COI recused him/herself from planning content relevant to the reported conflict
- Reported COI is not related to activity content

Name of Reviewer 1:

No Relevant COI Reported

Type of COI How was this COI resolved? (check one or more choices below)

- Another planner participated in the planning process to ensure fair balance
- Planner with COI recused him/herself from planning content relevant to the reported conflict
- Reported COI is not related to activity content

Name of Reviewer 2:

No Relevant COI Reported

Additional Notes:

PART 2: FACULTY / TEACHER RESOLUTION OF COI

Name of Faculty #1:

No Relevant COI Reported

Conflict A: Type of COI How was this COI resolved? (check one or more choices below)

- Faculty will refrain from making recommendations on topics in which the conflict exists
 - Faculty will make all recommendations for patient care on peer reviewed data
 - Faculty needs to make revisions to content and resubmit for another review
- Was COI resolved?
 Yes No

Conflict B: Type of COI How was this COI resolved? (check one or more choices below)

- Faculty will refrain from making recommendations on topics in which the conflict exists
 - Faculty will make all recommendations for patient care on peer reviewed data
 - Faculty needs to make revisions to content and resubmit for another review
- Was COI resolved?
 Yes No

Conflict C: Type of COI How was this COI resolved? (check one or more choices below)

- Faculty will refrain from making recommendations on topics in which the conflict exists
 - Faculty will make all recommendations for patient care on peer reviewed data
 - Faculty needs to make revisions to content and resubmit for another review
- Was COI resolved?
 Yes No

Name of Faculty #2:

No Relevant COI Reported

Conflict A: Type of COI How was this COI resolved? (check one or more choices below)

- Faculty will refrain from making recommendations on topics in which the conflict exists
 - Faculty will make all recommendations for patient care on peer reviewed data
 - Faculty needs to make revisions to content and resubmit for another review
- Was COI resolved?
 Yes No

Conflict B: Type of COI How was this COI resolved? (check one or more choices below)

- Faculty will refrain from making recommendations on topics in which the conflict exists
 - Faculty will make all recommendations for patient care on peer reviewed data
 - Faculty needs to make revisions to content and resubmit for another review
- Was COI resolved?
 Yes No

Conflict C: Type of COI How was this COI resolved? (check one or more choices below)

- Faculty will refrain from making recommendations on topics in which the conflict exists
 - Faculty will make all recommendations for patient care on peer reviewed data
 - Faculty needs to make revisions to content and resubmit for another review
- Was COI resolved?
 Yes No

Additional Notes:

Faculty/Teach Resolution of COI (cont'd)

Name of Faculty #3:

No Relevant COI Reported

Conflict A:

Type of COI

How was this COI resolved? (check one or more choices below)

Faculty will refrain from making recommendations on topics in which the conflict exists

Faculty will make all recommendations for patient care on peer reviewed data

Faculty needs to make revisions to content and resubmit for another review

Was COI resolved?

Yes No

Conflict B:

Type of COI

How was this COI resolved? (check one or more choices below)

Faculty will refrain from making recommendations on topics in which the conflict exists

Faculty will make all recommendations for patient care on peer reviewed data

Faculty needs to make revisions to content and resubmit for another review

Was COI resolved?

Yes No

Conflict C:

Type of COI

How was this COI resolved? (check one or more choices below)

Faculty will refrain from making recommendations on topics in which the conflict exists

Faculty will make all recommendations for patient care on peer reviewed data

Faculty needs to make revisions to content and resubmit for another review

Was COI resolved?

Yes No

Name of Faculty #4:

No Relevant COI Reported

Conflict A:

Type of COI

How was this COI resolved? (check one or more choices below)

Faculty will refrain from making recommendations on topics in which the conflict exists

Faculty will make all recommendations for patient care on peer reviewed data

Faculty needs to make revisions to content and resubmit for another review

Was COI resolved?

Yes No

Conflict B:

Type of COI

How was this COI resolved? (check one or more choices below)

Faculty will refrain from making recommendations on topics in which the conflict exists

Faculty will make all recommendations for patient care on peer reviewed data

Faculty needs to make revisions to content and resubmit for another review

Was COI resolved?

Yes No

Conflict C:

Type of COI

How was this COI resolved? (check one or more choices below)

Faculty will refrain from making recommendations on topics in which the conflict exists

Faculty will make all recommendations for patient care on peer reviewed data

Faculty needs to make revisions to content and resubmit for another review

Was COI resolved?

Yes No

Additional Notes:

Faculty/Teach Resolution of COI (cont'd)

Name of Faculty #5:

No Relevant COI Reported

Conflict A:

Type of COI

How was this COI resolved? (check one or more choices below)

Faculty will refrain from making recommendations on topics in which the conflict exists

Faculty will make all recommendations for patient care on peer reviewed data

Faculty needs to make revisions to content and resubmit for another review

Was COI resolved?

Yes No

Conflict B:

Type of COI

How was this COI resolved? (check one or more choices below)

Faculty will refrain from making recommendations on topics in which the conflict exists

Faculty will make all recommendations for patient care on peer reviewed data

Faculty needs to make revisions to content and resubmit for another review

Was COI resolved?

Yes No

Conflict C:

Type of COI

How was this COI resolved? (check one or more choices below)

Faculty will refrain from making recommendations on topics in which the conflict exists

Faculty will make all recommendations for patient care on peer reviewed data

Faculty needs to make revisions to content and resubmit for another review

Was COI resolved?

Yes No

Name of Faculty #6:

No Relevant COI Reported

Conflict A:

Type of COI

How was this COI resolved? (check one or more choices below)

Faculty will refrain from making recommendations on topics in which the conflict exists

Faculty will make all recommendations for patient care on peer reviewed data

Faculty needs to make revisions to content and resubmit for another review

Was COI resolved?

Yes No

Conflict B:

Type of COI

How was this COI resolved? (check one or more choices below)

Faculty will refrain from making recommendations on topics in which the conflict exists

Faculty will make all recommendations for patient care on peer reviewed data

Faculty needs to make revisions to content and resubmit for another review

Was COI resolved?

Yes No

Conflict C:

Type of COI

How was this COI resolved? (check one or more choices below)

Faculty will refrain from making recommendations on topics in which the conflict exists

Faculty will make all recommendations for patient care on peer reviewed data

Faculty needs to make revisions to content and resubmit for another review

Was COI resolved?

Yes No

Additional Notes:

Faculty/Teach Resolution of COI (cont'd)

Name of Faculty #7:

No Relevant COI Reported

Conflict A: Type of COI How was this COI resolved? (check one or more choices below)

- Faculty will refrain from making recommendations on topics in which the conflict exists
 - Faculty will make all recommendations for patient care on peer reviewed data
 - Faculty needs to make revisions to content and resubmit for another review
- Was COI resolved?
 Yes No

Conflict B: Type of COI How was this COI resolved? (check one or more choices below)

- Faculty will refrain from making recommendations on topics in which the conflict exists
 - Faculty will make all recommendations for patient care on peer reviewed data
 - Faculty needs to make revisions to content and resubmit for another review
- Was COI resolved?
 Yes No

Conflict C: Type of COI How was this COI resolved? (check one or more choices below)

- Faculty will refrain from making recommendations on topics in which the conflict exists
 - Faculty will make all recommendations for patient care on peer reviewed data
 - Faculty needs to make revisions to content and resubmit for another review
- Was COI resolved?
 Yes No

Name of Faculty #8:

No Relevant COI Reported

Conflict A: Type of COI How was this COI resolved? (check one or more choices below)

- Faculty will refrain from making recommendations on topics in which the conflict exists
 - Faculty will make all recommendations for patient care on peer reviewed data
 - Faculty needs to make revisions to content and resubmit for another review
- Was COI resolved?
 Yes No

Conflict B: Type of COI How was this COI resolved? (check one or more choices below)

- Faculty will refrain from making recommendations on topics in which the conflict exists
 - Faculty will make all recommendations for patient care on peer reviewed data
 - Faculty needs to make revisions to content and resubmit for another review
- Was COI resolved?
 Yes No

Conflict C: Type of COI How was this COI resolved? (check one or more choices below)

- Faculty will refrain from making recommendations on topics in which the conflict exists
 - Faculty will make all recommendations for patient care on peer reviewed data
 - Faculty needs to make revisions to content and resubmit for another review
- Was COI resolved?
 Yes No

Additional Notes: