

Graduate Medical Education Committee Conflict of Interest Policy

PRINCIPLES

- I. This policy establishes guidelines for managing conflicts of interests for the Graduate Medical Education Committee (GMEC).
- II. GMEC should keep in mind conflicts of interests and take appropriate action when a conflict of interest arises. Conflicts may arise because the committee member may have had personal and/or professional relationships with one or more parties concerned in the committee's deliberations. It is the responsibility of the committee member to communicate the potential conflict to the committee chair.
- III. Individuals with a conflict or apparent conflict may have knowledge about the issue under consideration and it may be important to provide the committee that information. Accordingly, the minimum level of recusal consistent with avoiding conflicts or apparent conflicts is preferred. Even in cases of the most severe conflicts, it may still be appropriate for the individual to present to the committee their knowledge and opinions about the subject under consideration before withdrawal.
- IV. Conflicts of interest may include, but not necessarily limited to:
 - a. The committee member has a family relationship with an individual concerned in its deliberations, such as that of a current or former significant other, partner, spouse, child, sibling, or parent.
 - b. Committee member is currently or was previously in a close relationship (personal, educational, professional, or social) with an individual concerned in its deliberations.
 - c. Where a conflict of interest has been previously identified.

PROCEDURES

- I. The Committee chair will be responsible for managing conflicts of interest and may consult with the Dean's Office as needed. In the event that the committee chair has a conflict of interest, he/she shall recuse himself/herself as above, having first delegated another committee member to temporarily perform the responsibilities of the chair. Committee minutes should reflect recusals as appropriate.
- II. All Graduate Medical Education Committee voting members will annually complete a conflict of interest learning module by the assigned deadline.

Approved by GMEC 2/9/21