



## ADAO Policy on Conflicts of Interest (COI)

**Definitions of a COI:** A COI may be actual or potential. If a reasonable person might perceive a COI, then it is a perceived conflict. If there is only a potential or perceived COI, then these must be treated the same as if a COI actually exists. An actual COI exists when one has a financial, professional and/or personal relationship that may influence the educational content. There are three principle types of COIs. These types of relationships may overlap or exist simultaneously.

1. A 'financial interest' may include, but is not limited to, a financial benefit that is expected by an individual through employment such as a wage or salary, self-employment, independent contractor, an intellectual property right that results in a royalty or other remuneration, consulting or speaking fee, teaching pay, honoraria, ownership interest (e.g., stocks, stock options, or other ownership interest, excluding diversified mutual funds), membership on advisory committee, review panel, board, or other activity from which remuneration is received or expected.
2. A 'professional interest' may include, but is not limited to, a situation in which an entity receives a contract or grant and manages the funds, but an individual is the principal, named investigator, or is in any position to influence the results or outcomes. This includes students.
3. A 'personal interest' may include, but is not limited to, a financial relationship that is held by one's spouse or partner. Also any of the relationships mentioned above may also be a 'personal interest'.

### ADAO Policy on COI:

1. A COI must be disclosed while a conflict is present.
2. Refusal to disclose disqualifies one from speaking at any ADAO Conference.
3. ADAO is required to have a process to identify and resolve any COI before participating in a public ADAO forum. This form requires disclosure of any financial, professional or personal conflict and it requires a signature to agree to follow the ADAO policies that resolve the conflict. The process is:
  - Planners, presenters, moderators, and/or panelists **must** complete an ADAO COI form before assuming these roles.
  - Planners, presenters, moderators, and/or panelists are also required to give verbal disclosures at the time of the presentation.
  - The ADAO agrees to not make publicly available these COIs although any conference participants including all planners, presenters, moderators, and/or panelists are subject to expulsion from ADAO conference participation if a COI is found to exist.

Please complete and email ADAO Conflict of Interest policy form below to [AAC@asbestosdiseaseawareness.org](mailto:AAC@asbestosdiseaseawareness.org):

I have a Conflict of Interest as previously defined  
Please state the nature of this COI:

I do not have a Conflict of Interest

Name:

Date:

Signature: