

**UC Riverside, School of Medicine Policies and Procedures****Policy Title:** Conflict of Interest Policy for the Clerkship Curriculum Subcommittee (CCS)**Policy Number:** 950-06-027

|                             |   |
|-----------------------------|---|
| <b>Responsible Officer:</b> | Senior Associate Dean for Medical Education |
| <b>Responsible Office:</b>  | Office of Medical Education                 |
| <b>Origination Date:</b>    | 04/13/2021                                  |
| <b>Date of Revision:</b>    | N/A   |
| <b>Review Date:</b>         | 08/2022                                     |
| <b>Scope:</b>               | School of Medicine                          |

**I. Policy Summary**

This is the Conflict-of-Interest policy for members of the Longitudinal Ambulatory Care Experience (LACE) Subcommittee of Medical Education Committee (MEC) of the UC Riverside School of Medicine.

**II. Definitions**

Conflict of interests may include personal relationships or financial relationships. Personal relationships include, but are not limited to, friends, family members, former employers, business/social/academic associates, and/or known relatives of any of those named above. Examples of financial relationships include, but are not limited to, the individual, or their immediate family member, currently or previously having a shared ownership interest with the individual or a member of their immediate family, or a relationship in which they receive a salary, gift, royalty, trade, intellectual property right, consulting fee, honoraria, or other financial benefit. In addition, there may be educational conflicts of interests where a course / clerkship / thread director (who is also a member of this committee) may present a proposal to the committee for a change in their course / clerkship / thread but director would recuse themselves from the committee discussion and vote.

**III. Policy Text**

**A.** If a member of the LACE subcommittee believes that a conflict of interest exists for him/herself or for another person on the subcommittee, said member should bring the potential conflict of interest to the attention of the Chair. The Chair will convene a meeting in the absence of the person with the potential conflict and those present will determine whether a conflict exists. If the decision is in the affirmative, the individual considered to have a conflict may be asked to recuse him/herself during committee discussions of the subject matter in question and, should a vote be taken, will not vote on the issue. Should the Chair be the person considered to have a conflict of interest, the members of the LACE subcommittee will vote on one faculty member to serve the function of the Chair in the process outlined.

Approval:

MEDICAL EDUCATION COMMITTEE (06/17/2021)

DocuSigned by:  
*Pablo Joo*  
83F39E80E35F448  
PABLO JOO., MD,  
INTERIM SENIOR ASSOCIATE DEAN,  
MEDICAL EDUCATION  
SCHOOL OF MEDICINE

8/7/2022 | 8:09 PM PDT  
DATE

DocuSigned by:  
*Paul Hackman*  
BC5CF44DC0494EA...  
PAUL HACKMAN, J.D., L.L.M.  
CHIEF COMPLIANCE AND PRIVACY OFFICER,  
SCHOOL OF MEDICINE

8/5/2022 | 1:08 PM PDT  
DATE

DocuSigned by:  
*DEBORAH DEAS*  
870C12B416E84CB...  
DEBORAH DEAS, M.D., M.P.H  
VICE CHANCELLOR, HEALTH SCIENCES  
DEAN, SCHOOL OF MEDICINE

8/10/2022 | 2:52 PM PDT  
DATE