

UC Riverside, School of Medicine Policies and Procedures**Policy Title:** Conflict of Interest Policy for the Medical Education Integration Subcommittee (MEIS)**Policy Number:** 950-06-046

Responsible Officer:	Senior Associate Dean, Medical Education
Responsible Office:	Office of Medical Education
Origination Date:	10/10/2023
Date of Revision:	N/A
Scope:	UCR School of Medicine

I. Policy Summary

This is the conflict-of-interest policy for members of the Medical Education Integration Subcommittee, a subcommittee reporting to the Medical Education Committee (MEC) of the UC Riverside School of Medicine.

II. Definitions

Conflicts of interest 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 subcommittee) may present a proposal to the subcommittee impacting their course/clerkship/ thread but director would recuse themselves from the subcommittee discussion and vote.

III. Policy Text

If a member of the subcommittee believes that a conflict of interest exists for themselves or for another person on the subcommittee, said member should bring the potential conflict of interest to the attention of the Co-Chairs. The Co-Chairs 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 themselves during subcommittee discussions of the subject matter in question and, should a vote be taken, will not vote on the issue. Should one of the Co-Chairs be the person considered to have a conflict of interest, the other Co-Chair of the committee will serve the function of the Chair in the process outlined.

IV. Responsibilities

Office of Medical Education

Approvals:

MEDICAL EDUCATION COMMITTEE

(10/19/2023)

COMPLIANCE COMMITTEE

(NA – Pre-Approved with MEC Approval. Informative updates to be provided at next CCM)

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Pablo Joo

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PABLO JOO., MD,
SENIOR ASSOCIATE DEAN, MEDICAL EDUCATION
SCHOOL OF MEDICINE

DATE

DocuSigned by:

Paul Hackman

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PAUL HACKMAN, J.D., L.L.M.
CHIEF COMPLIANCE AND PRIVACY OFFICER,
SCHOOL OF MEDICINE

DATE

DocuSigned by:

Deborah Deas

10/24/2023 | 8:13 PM PDT

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DEBORAH DEAS, M.D., M.P.H
VICE CHANCELLOR, HEALTH SCIENCES
DEAN, SCHOOL OF MEDICINE

DATE