Information Sheet for electronic Conflict of Interest (eCOI) Research Reviews

Disclosure Obligations: OSU researchers named on sponsored projects or research protocols are required by federal regulations and university policy to complete a disclosure form using the eCOI application: http://go.osu.edu/coi

Supervisor's Relatedness Assessment: Chairs (or Deans) must conduct an institutional review for researchers disclosing "significant" financial interests. Accordingly, certain eCOI disclosure forms will automatically route, by email, to the supervisor. After clicking the "view disclosure" link in the email, the supervisor should select one of three electronic signature options at the bottom of the form, indicating whether the disclosed financial interest *appears to be related*, *may be related*, or *is unrelated*, to the researcher's university responsibilities.

In making this assessment, supervisors should consider whether they are aware of the company currently sponsoring the faculty member's research, whether the company may conceivably sponsor such research in the future, or whether the interest simply results from external work that is unrelated to OSU research (e.g., service on an NIH study section).

The supervisor's review and electronic signature is required before research transactions (e.g., awards, amendments, continuing reviews, etc.) involving the faculty member may proceed.

COI Compliance Flags: Selecting the signature option that the financial interest *appears to be related* or *may be related* will "flag" the researcher and the company in the Office of Research's compliance systems. This will assist the Office of Research in identifying potential conflicts during its normal review of sponsored projects and research protocols, which may involve the researcher and the company. The *unrelated* signature option will not create such a flag.

Conflict Management Plans (CMP): Researchers holding a related "significant" financial interest would have a perceived COI with University research involving the company. As such, a formal, written CMP must be developed in order to cover the faculty member's involvement in the research. Typically, the need for a CMP is triggered by the existence of a *related* or *may be related* COI compliance flag identified during the review of a research protocol or sponsored project. The COI Administrator facilitates the development of the CMP by working with the conflicted researcher, the Chair, the Research Dean, and the University's COI Advisory Committee. CMPs may also be developed any time at the Chair's request.

Available Tools in eCOI
Awaiting My Signature: displays any eCOI disclosure forms requiring your signature
Tools → Search Disclosures: search to view an eCOI disclosure form at any time
Tools → Management Plans: search to view current Management Plans
Tools → Reports: produce reports of individuals with or without a current eCOI disclosure form

Request Changes, Additional Information, or Other Help
Want to delegate signing privileges to a Vice Chair or Division Chief? Reassign a specific review? Automatically notify your administrator when a review is assigned to you?

Contact
Benjamin West, Conflict of Interest Administrator | Office of Research Compliance
west.868@osu.edu | (614) 292-0057

eCOI application: http://go.osu.edu/coi