



**EBAC**

# **Declaration of Interests Policy and Rules**

## **1. Introduction:**

Transparency is a key prerequisite for management of conflict of interests. Thus, EBAC requires all presenters/authors/chairmen/moderators/course directors to declare their **financial** as well as **non-financial interests** based on a standard disclosure form (see below). This should (ideally in advance to the CME/CPD activity) be made available to all participants and may also be used by organising committees to structure their strategy to manage conflicts of interests.

## **2. Instructions for use**

1. Please declare for the last **3 years** and the **subsequent 12 months** (in case, that arrangements have already been made).
2. **Section I** asks for financial support of **research activities**. Please declare
  - a) **all financial support at your disposal** independent of whether payments have been made directly to you or to your institution or employer
  - b) also **all in kind support** (like human resources, equipment etc.)
3. Please consider **all sources** of financial support, including not only pharmaceutical or device industry, but also government agencies, foundations etc. Please distinguish between (a) sponsor(s) of the current activity (A) or of previous activities (B).

4. **Section II** asks for financial support of **educational activities**,
  - a) either active (as presenter/chair/moderator): this does only apply, if you have received a honorarium on top of reimbursement for travel and accommodation. Please note that we do not ask for support in setting up a presentation etc., since sponsors are not allowed to take any influence on selection and presentation of content,
  - b) or **passive** as a participant, but **this only applies**, if cost for travel/accommodation/ participation fee have been covered by a sponsor.
  
5. Please consider **all sources** of funding, including not only pharmaceutical or device industry, but also government agencies, foundations etc. (excluded: funding by employer). Please distinguish between (a) sponsor(s) of the current activity (A) or of previous activities (B).
  
6. **Section III** asks for **promotional activities** for which you have got a **honorarium** (not only reimbursement for travel and accommodation). These include
  - a) all non-accredited educational activities (in case that a nationwide accepted and/or legitimated accreditation system is operational in your country)
  - b) consultancy
  - c) strategic advice
  - d) serving on a speakers' bureau etc.
  
7. Please consider **all sources** of funding, including not only pharmaceutical or device industry, but also government agencies, foundations etc. Please distinguish between (a) sponsor(s) of the current activity (A) or of previous activities (B)
  
8. **Section IV** asks for declaration of **personal financial interests in commercial activities**. These include
  - a) holding a patent
  - b) holding shares or stocks (**excluded**: shares in stock fund)

- c) ownership (either you yourself or spouse or partner or child(ren))
- d) that you are a part-time employee, or
- e) a member of the household is an employee of a company mentioned in the form under IV (including pharmaceutical or device industry).

9. Please consider **all companies** active or relevant in medicine, and also whether they are active in the field related to your presentation (A) or not (B).

10. Please assign the following **number of points** for any “yes”:

IA: 2, IB: 1, IIA: 4, IIB: 2, IIIA: 8, IIIB: 5, IVA: 16, IVB: 10

11. **How to calculate the score?**

- take the highest number of points per category (i.e. do not sum up points inside a category, but take only the highest number achieved) and
- sum up the points per category, then
- calculate the score according to the rating scale below (please see example attached, “Form B filled”).

<b>Rating scale</b>	<b>Score</b>
0: none=	<b>0</b>
1-2: low=	<b>1</b>
3-7: medium=	<b>2</b>
8-12: high=	<b>3</b>
>12: very high=	<b>4</b>

12. For **declaration of non-financial interests** please compile the following information:

- a) affiliation
- b) position in this organisation
- c) list of scientific or other organisations (including professional political organisations, self-regulatory bodies etc.), in which you are a member and/or have a position.

## Recommendations for presentation of declarations and additional information:

Declarations of interests should primarily serve participants in accredited CME/CPD to make informed decisions on actual or perceived conflicts of interest. But they are at the same time a valuable tool for planning committees, program committees, chairs, moderators etc. in the design of CME/CPD activities and as part of strategies to mitigate conflict of interest. We consider the basic declaration form as well as the score to be applicable to all types of accredited live or blended CME as well as to all individuals (e.g. speakers, authors) involved in planning and conduct of CME activities. The filled basic form or the score should be used as standard declaration method.

Thus, **as a presenter/chair/ moderator** you should

1. show the filled form or
2. show the score only (or both)

We have attached “Form A” and “Form B” at your disposal, provided in a format which can easily be incorporated into your presentation as “second slide”. Please just **delete** those crosses which do **not apply** and then select the appropriate score value.

In any case this should be followed by declaration of **non-financial interests** (preferably on a separate slide).

Further information (like sources and amounts of money) might have to be provided according to requirements issued by the CME/CPD provider.

In order to achieve full transparency we recommend to **planning committees, program committees, chairs, moderators etc.** to follow the escalation strategy, as described in the publication, regarding type and detailing of information to be presented by presenters/chairs/ moderators etc.:

1. Show score only or
2. Show filled form (or both)

In case of

3. Score “2”: provide detailed information to participants on type and nature of the financial interest
4. Score “3”: add information on level of financial support (per source of money) to what has been declared for Score “2”
5. Score “4”: in addition to what has been declared for Score “3”, inform participants (by provider or presenter) which strategies have been applied to mitigate bias.

Disclosure of interests is only part of strategies to minimise the risk of bias. Thus, in order to support presentation of independent and balanced CME/CPD EBAC

- offers free of charge access to the Cochrane Library
- encourages use of databases of licensing authorities (e.g. EMA), and
- data provided by national Drug Commissions, and
- use of relevant guidelines (e.g. ESC Clinical Practice Guidelines) for preparation of presentations,
- prompts all providers to implement sufficient opportunity for discussion in their CME/CPD event schedules.

## FORM A

- both forms are available as a Powerpoint Slide in the „Documents library“ on the ebac website: [ebac.cme.org](http://ebac.cme.org)

**I.**

**A**

**YES**

**NO**

**X**

**X**

**B**

**YES**

**NO**

**X**

**X**

**II.**

**A**

**YES**

**NO**

**X**

**X**

**B**

**YES**

**NO**

**X**

**X**

**III.**

**A**

**YES**

**NO**

**X**

**X**

**B**

**YES**

**NO**

**X**

**X**

**IV.**

**A**

**YES**

**NO**

**X**

**X**

**B**

**YES**

**NO**

**X**

**X**

**SCORE: 1234**

## **FORM B**

- both forms are available as a Powerpoint Slide in the „Documents library“ on the ebac website: [ebac.cme.org](http://ebac.cme.org)



**I.**

**I have received (a) research grant(s) / in kind support**

**A**

**... from current sponsor(s)**

**YES**

**NO**

**X**

**X**

**B**

**... from any institution**

**YES**

**NO**

**X**

**X**

**II.**

**I have been a speaker or participant in accredited CME/CPD ...**

**A**

**... from current sponsor(s)**

**YES**

**NO**

**X**

**X**

**B**

**... from any institution**

**YES**

**NO**

**X**

**X**

**III.**

**I have been a consultant / strategic advisor etc. ...**

**A**

**... for current sponsor(s)**

**YES**

**NO**

**X**

**X**

**B**

**... for any institution**

**YES**

**NO**

**X**

**X**

**IV.**

**I am a holder of (a) patent / shares / stocks or ownership...**

**A**

**... related to presentation**

**YES**

**NO**

**X**

**X**

**B**

**... not related to presentation**

**YES**

**NO**

**X**

**X**

**SCORE: 1234**

## **FORM B - filled**

➤ [example](#)

I.

I have received (a) research grant(s) / in kind support

A

... from current sponsor(s)

YES

NO

B

... from any institution

YES

NO

II.

I have been a speaker or participant in accredited CME/CPD ...

A

... from current sponsor(s)

YES

NO

B

... from any institution

YES

NO

III.

I have been a consultant / strategic advisor etc. ...

A

... for current sponsor(s)

YES

NO

B

... for any institution

YES

NO

IV.

I am a holder of (a) patent / shares / stocks or ownership...

A

... related to presentation

YES

NO

B

... not related to presentation

YES

NO

SCORE: 2