Strategies for Managing/Mitigating Identified Conflicts of Interest

In compliance with the National standard for support of accredited CPD activities, Element 3 - Standard 3.2: The scientific planning committee (SPC) is responsible to have processes/strategies in place for managing and mitigating identified conflict of interest prior to or during the CPD activity.

As a result, the SPC is required to review the completed disclosure forms of all scientific or organizing planning committee members, speakers, facilitators and/or other resources persons. In addition, the SPC must have procedures in place to follow if a conflict of interest comes to their attention prior to or during the CPD activity to ensure appropriate conflict of interest management complies with CPD standards:

Note: the SPC must discuss the above-mentioned key element during the development phase of the activity and a copy of the discussion such as, meeting minutes, must be included with the accreditation package submitted for review. SPC - Template Meeting Minutes

A few examples of strategies considered to be adequate to manage or mitigate identified conflicts are:

1. The speaker could be required to alter the focus of the talk to limit the areas where conflict of interest is significant.

2. The topic selected could be changed, but the same speaker be used.

3. The Scientific Planning Committee (SPC) could ask for a peer review of the content to ensure that the principles of scientific integrity, objectivity and balance have been respected.

4. Both topic and speaker could be excluded from the activity. This is a very uncommon occurrence, but it can be a last resort if a significant conflict of interest cannot be managed.

5. If a conflict of interest is identified for one or more scientific planning committee members, the conflict should be declared to others on the committee and the member could recuse himself or herself from planning decisions relevant to their area of conflict.

Note: Ensure to include with the accreditation package submitted the SPC discussion on key elements: SPC - Template Meeting Minutes