



## Declaration of Interest Form

The IPDAS Declaration of Interest Form is used to manage conflicts, promote transparency, and adopt unbiased decisions that are in the best interest of the collaboration. Effectively managing interests – and identifying potential conflicts – is essential if policy makers, healthcare professionals, and the patients/public, are to maintain confidence in our work.

- Why Must I File?** The information you provide on this form will be used to assess if you have any potential conflicts of interest. Information will be disclosed on the IPDAS website in the interest of transparency.
- Who must complete it?** Members of the IPDAS Steering Committee and members of special IPDAS working groups.
- When Must I File?** The report is due prior to assuming a position and updated yearly.
- Reporting Period?** Report the required information for the 3 years preceding the date you complete this form.
- Questions(?)** If you have any questions about how to complete this form, please contact [ipdas@ohri.ca](mailto:ipdas@ohri.ca)

### What are the different types of interest?

**Direct Interests:** When there is, or could be perceived to be, an opportunity for a person involved with IPDAS work to benefit. This benefit could be financial or non-financial. Non-financial is described as increasing or maintaining their professional reputation (e.g., advocate for a particular group, holds office of authority in professional organization, actively involved in an ongoing research project aimed at determining the effectiveness of a matter under consideration; published a clear opinion about the matter under consideration).

**Indirect Interests:** When there is, or could be perceived to be, an opportunity for a third party closely associated with the person in question to benefit. This could be through a close association with another person or organization that has a financial or non-financial interest (defined above) and could benefit from a decision the person is involved in making through their work on an IPDAS committee.

### What are the responses to declared interests?

- a. No action other than the process of open declaration.
- b. Partial exclusion from developing recommendations and decision-making on the matter relating to the interest – may provide advice because of their expert knowledge;
- c. Complete exclusion from having input to a specific topic.

