



## Guidance on Conflict of Interest (COI)

### Scope

This guidance is for the Officers, Trading Company Secretary, members of the Resuscitation Council (UK) Executive Committee, members of the Subcommittees, members of Working Groups set up by the Resuscitation Council (UK), and other individuals appointed to represent the Resuscitation Council (UK).

### What constitutes conflict of interest?

The following provides examples of conditions in which a member should declare an interest that might conflict, or be perceived to conflict, with their responsibilities to the Council:

- **Boards or consultancies (paid or not), honoraria, payment for lectures:** if directly related to the areas under discussion, these must be declared.
- **Equity, ownership:** if directly related to the areas under discussion, these must be declared. If you have an investment fund (e.g., pension, ISA) over which you have no control in how the fund is managed, this does not need to be declared.
- **Business relationship with a company:** if the company's business can be affected by outcome in areas under consideration, this must be declared.
- **Industry funding of research grant:** this must be declared unless all of the following criteria are met: there is no salary support, data are controlled by the investigator, and there are no restrictions on publication.
- **Charitable funding of research grants:** this must be declared unless all of the following criteria are met: there is no salary support, data are controlled by the investigator, and there are no restrictions on publication.
- **Anything else** that a member believes their participation in discussions and decisions may be perceived by the public or colleagues to be a COI.

A total income of more than £1,000 from a single source is a COI and must be declared. Only the source of the income and the nature of the interest are required; the amount of any payment or grant etc does not need to be disclosed. Having declared a potential COI, at the discretion of the Chairman of the relevant committee, a member may still participate in discussions that relate to this topic, but should not be involved in decisions. In some circumstances, and at the discretion of the Chairman of the relevant committee, if there is a major COI for a given topic, it may be appropriate to exclude that individual from the whole discussion. A COI will expire after one year after the COI no longer exists. If the Council discovers that an individual has a COI that has not been declared, this will be reviewed by the COI panel (i.e. the Officers). Failure to declare an interest may result in expulsion of the individual from his or her role(s) in the Council.



**Resuscitation Council (UK)**

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### **When should interests be declared?**

A [COI form](#) should be completed on appointment and then annually. All of the individuals listed at the beginning of this document will complete a COI each year. If the individual has no potential conflicts this must be declared on the form. At each meeting throughout the rest of the year the Chairman of a Committee / Subcommittee will ask if there have been any change of circumstance and this will be recorded in the minutes.

### **Record of interests and their publication**

The Resuscitation Council will keep a COI record for all these individuals. Information about any interests declared will be made publicly available in the form of a statement of annual declarations, through the minutes of meetings or in guidance publications.

*June 2008, amended March 2011*