

Reported COI	Guidelines for Interpreting COI	Prescribed Action for Resolution	Suggested Language for Conflict Resolution Form
LEVEL 1: No reported COI	N/A	No action required; faculty letter instructs presenter on rules.	No action required
LEVEL 2: Discloser has relationship(s) with commercial interests (e.g., speakers' consultancies, research, etc.) <u>which do not relate to the activity</u>	Validates expertise with review of CV. Activity Director determines that presentation topic(s) do not relate to speaker's relationship with commercial interests.	No action required; Faculty letter instructs presenter on rules.	Activity Director or non-conflicted Content Reviewer has reviewed the reported <u>relationships</u> and has concluded that there are no potential conflicts of interest for this activity and no further action is required
LEVEL 3: Discloser has relationship(s) with commercial interests (e.g., speakers' consultancies, research, etc.) <u>which relate to the activity</u>	Activity Director to validate speaker's expertise with review of CV.	Independent review of presentation(s) required by non-conflicted activity director or physician member of planning committee (content reviewer); <u>faculty may be restricted to discussion of evidence-based information.</u>	Activity Director or non-conflicted Content Reviewer has reviewed the <u>presentation</u> and deemed it be fair, balanced and free of commercial bias.
LEVEL 4: Discloser has significant relationships with commercial supporter(s) of activity	Activity Director to validate speaker's expertise with review of CV.	Independent review of presentation(s) required by non-conflicted activity director or physician member of planning committee (content reviewer); <u>faculty restricted to presentation of scientific data only.</u>	Activity Director or non-conflicted Content Reviewer has reviewed the <u>presentation</u> and deemed it be fair, balanced and free of commercial bias <u>and contains only scientific data.</u>
LEVEL 5: Discloser has employment relationship with commercial supporter	Speaker was chosen based on expertise and clinical knowledge that is not replicable by another presenter.	Independent review of presentation(s) required by non-conflicted activity director or physician member of planning committee (content reviewer); <u>faculty restricted to presentation of scientific data only; no discussion of treatment options permitted.</u>	Activity Director or non-conflicted Content Reviewer has reviewed the <u>presentation</u> and deemed it be fair, balanced and free of commercial bias <u>and contains only scientific data and no treatment recommendations.</u>

The Activity Director and Planners are responsible for the initial invitation to potential faculty and the request for them to complete the Conflict of Interest (COI) Reporting Form. The Activity Director must review the returned COI Reporting Form, determine if there is a potential conflict of interest and take the appropriate steps to resolve the conflict and document its resolution. If the Activity Director is unable to resolve a potential COI, he/she may refer the issue for peer review by members of the Education and Library Committee.

The COI disclosures for the Activity Director and Planning Committee members must be completed and potential conflicts resolved before the CME application is submitted to the Sunrise Health System Office of CME. The COI disclosures for all faculty members must be completed and potential conflicts resolved by an activity director, physician planning committee member without conflicts, or the Office of CME before the activity takes place.

Name	Role in Activity	Date COI Signed	Off Label Use Disclosure	Type of Financial Relationship & Name of Commercial Interest	Method of Resolution (Level Identified and Resolution Implemented)