

Grand Valley State University Human Research Review Committee	
Title: <i>HRRC member conflict of interest</i>	
Section: 140.	This policy and procedure supersedes those previously drafted
Approved by HRRC: 04/12/2011 Revised: 09/10/2013 Reviewed: 10/28/2014	Approved by RIO/HRPA: 5/12/2011 Revisions Approved: 09/10/2013
Related documents: <i>020: Conducting HRRC board meetings: voting</i> <i>OP-4: GV conflict of interest policy</i>	

Policy

HRRC member conflicts of interest that could affect the rights and welfare of study participants must be avoided. Members of the HRRC who have a conflict of interest based on the definition below, may not serve as a reviewer on proposals in which that conflict exists, nor may they participate in the discussion or HRRC vote on such proposals.

1. Definition: “Conflicting interest” includes:
 - a. Participating in or supervising the research project
 - b. Holding a financial interest of \$5,000 or more in the project or project sponsor
 - c. Having a personal or fiduciary relationship to the project, its principal key personnel
 - d. Otherwise involved in a way that gives rise to a conflicting interest or the appearance of a conflict of interest

Procedures

1. An HRRC member recognizing he or she has or may appear to have a conflict of interest must disclose that awareness to the HRRC Chair and recuse himself or herself from reviewing any affected research protocol proposal under exempt, expedited or full board review procedures.
2. Any member having a conflicting interest in a protocol scheduled to be reviewed during a convened meeting may answer the board’s questions about the protocol or about his or her conflicting interest, but then must leave the room prior to discussion and voting on the protocol. A member who leaves the room for any reason will not be counted in the quorum for any vote that takes place while the member is out of the room.
3. Any member having a conflicting interest in a protocol reviewed under exempt or expedited review procedures must notify the Office of Research Compliance and Integrity upon receiving that review assignment and recuse himself or herself from the review.