Flowchart for the Identification and Resolution of Personal Conflicts of Interest

(Flowchart)

Use this flowchart at the beginning of your planning process for CE activities to ensure independence from ACCME-defined commercial interests. Start at A below. For step-by-step instructions for using this flowchart, visit www.accme.org/coiflowchart.

A. Is the content related to products or business lines of an ACCME-defined commercial interest?

   - Yes
     - For each person in control of content for the CE activity...

   - No

B. Is the person an employee/owner of an ACCME-defined commercial interest?

   - Yes
     - Employees of ACCME-defined commercial interests can have no role in the planning or implementation of CE activities related to their products/services.

     - Done!

   - No

C. Does the person have a relevant financial relationship with an ACCME-defined commercial interest?

   - Yes
     - Disclosure to Learners
       - Before the activity, disclose to learners the name(s) of the individual(s), name of the ACCME-defined commercial interest with which they have a relevant financial relationship(s) and the nature of the relationship.

     - Done!

   - No

D. Implement your process\(^2\) to resolve the potential conflict-of-interest arising from their relevant financial relationship.

   - Provider takes an active role to resolve conflicts by:
     - recusing person from controlling aspects of planning and content with which they have a conflict of interest and/or
     - using peer-review of planning decisions (for planners) by person(s) that do not have conflicts of interest related to the content and/or
     - using peer-review of content (for authors/presenters) by person(s) that do not have conflicts of interest related to the content and/or
     - making sure to ensure that clinical recommendations are evidence-based and free of commercial bias (e.g., peer-reviewed literature, adhering to evidence-based practice guidelines) and/or
     - using other methods that meet ACCME’s expectations\(^2\)

   - Disclosure to Learners
     - Before the activity, disclose to learners that there are no relevant financial relationships with ACCME-defined commercial interests for anyone who was in control of the content of the activity.

   - Done!

Footnotes
1. The use of employees of ACCME-defined commercial interests as faculty and planners or in other roles where they are in a position to control the content of accredited CE is prohibited, except in specific situations. For more information, visit this Ask ACCME frequently-asked-question regarding commercial employees.

2. There are a range of approaches providers can use to resolve potential conflicts of interests. For more information, visit ACCME’s Provider Examples of Compliance and Noncompliance. ACPE-accredited providers can find examples and resources on the ACPE website.