

## **CPRB Program Conflict of Interest Disclosure Form**

### **Background**

The purpose of this process is to provide programs and surveyors the assurance of an objective survey by providing:

- a method to document, track and reach an agreement with programs regarding surveyor visits
- a process in which a program can safely raise objections to the surveyors assigned for their visit if the program perceives a conflict of interest
- a process for individual surveyors to self-identify perceived or real conflicts of interest for their assigned survey visits and be able to address these situations
- a system that allows for inter-provincial surveyors where it is deemed to be appropriate-current examples would be ON and QC but may include other areas in future

### **Surveyor-Identified Conflicts of Interest**

Surveyors review the potential conflict criteria listed below. If there is a potential for a conflict of interest or perceived conflict of interest, the surveyor completes the declaration in Appendix A and submits to Chair of the CPRB. This should occur at the time that the draft survey schedule is circulated to the Surveyors Group.

### **Program-Identified Conflicts of Interest**

The program being surveyed reviews the potential conflict criteria listed below. If the program identifies a potential conflict of interest the residency program director completes the declaration in Appendix A and submits to the chair of the CPRB.

### **Conflict of Interest Criteria**

- 1) The surveyor has completed the residency or fellowship at the site within the past 10 years and/or there are still some of the same practitioners in a residency leadership role at the organization.
- 2) The surveyor was a program director, program coordinator, director of pharmacy, faculty liaison, or preceptor for the program that is being reviewed within the past ten years.
- 3) The surveyor trained the program director, director of pharmacy, or residency coordinator at the program that is being surveyed within the last ten years.
- 4) The surveyor has provided consultation services for the department of pharmacy, health system, or university (i.e. Québec) within the last 4 years.

- 5) The surveyor practices or resides within the same geographic area.
- 6) The surveyor has any business/professional or close personal relationship with the Residency Program Director, Residency Program Coordinator, Director of Pharmacy, current residents or preceptors.
- 7) The CPRB surveyor works closely or is associated with the program to be surveyed.  
Examples of “working closely with” are:
  - The CPRB surveyor directs or coordinates a program that offers rotations to residents of the program being surveyed
  - The CPRB surveyor serves as a faculty advisor or preceptor to residents of the program being surveyed
  - The CPRB surveyor is a member of a Residency Advisory Committee with representatives of the program being surveyed
  - The CPRB surveyor is a close working colleague of the director, coordinator or preceptors of the program being surveyed
  - The CPRB surveyor is an employee of a hospital whose residents complete rotations at the residency program being surveyed

