

SOP: Conflicting Interests of IRB Members

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HRP-050 Conflicting Interests of IRB Members

1 PURPOSE

- 1.1 This procedure establishes the process to identify and manage Conflicting Interest of IRB members.
- 1.2 The process begins when an IRB member is asked to review an IRB submission.
- 1.3 The process ends when an IRB member has either identified a Conflicting Interest and notified IRB staff, or when an IRB member has determined that he or she does not have a Conflicting Interest.

2 POLICY

- 2.1 IRB members are responsible for knowing the definition of Conflicting Interest and self-identify when they have a Conflicting Interest.

3 RESPONSIBILITIES

- 3.1 IRB members (regular and alternate) follow these procedures.

4 PROCEDURE

- 4.1 For all voting, alternate, and ex-officio members of the IRB matters of financial conflicts of interest are governed by the Institution's policy contained in Chancellor's Memorandum-23 found on the LSU Health website.
- 4.2 Before reviewing research, IRB members are to determine whether they have a Conflicting Interest with research HRP-325 - WORKSHEET - IRB Member and Consultant COI
- 4.3 If an IRB member has a Conflicting Interest for review outside a meeting (e.g., the expedited procedure), he or she is to notify the IRB staff and return all materials.
- 4.4 If an IRB member has a Conflicting Interest for review of a submission for which he or she has been assigned as a primary or scientific reviewer, he or she is to notify the IRB staff so the submission can be re-assigned.

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4.5 If an IRB member has a Conflicting Interest for review of research at a meeting, he or she is to notify the IRB chair, stay in the meeting room only to answer questions about the research, and to leave the meeting room for discussion and voting regarding that research. All recusals by members with COI are recorded in the minutes. If the Conflict-of-Interest status of an IRB member changes during the course of a study, the IRB member is required to declare this to the IRB Chairs and/or Administrator of the IRB Office.

4.6 Committee members may find themselves in any of the following conflicts of interest when reviewing research:

4.6.1 Where the member or consultant is involved in the design, conduct, and reporting of the research.

4.6.2 Where an immediate family member of the member or consultant is involved in the design, conduct, and reporting of the research.

4.6.3 Where the member holds significant financial interest in the research being reviewed; and/or

4.6.4 Any other situation where an IRB member believes that another interest conflicts with his or her ability to deliberate objectively on a protocol

5 MATERIALS

5.1 HRP-325 - WORKSHEET - IRB Member and Consultant COI

6 REFERENCES

6.1 45 CFR 46.107(e)

6.2 21 CFR 56.107(e)

6.3 AAHRPP I.6.B.; II.1.D.; II.2.A.; III.1.B.; III.1.C.;