



GOSH Charity Research Review Panel(s) Conflicts of Interest Policy

This policy sets out the guiding principles for confidentiality and declaration of conflicts of interest for all who advise and make judgments on Great Ormond Street Hospital Children's Charity (GOSH Charity) review panels.

Objectives of the policy

- a) To ensure that those individuals covered by the policy make decisions free from bias.
- b) To guard against conflicts of interest that may arise as a result of the positions held by individuals.
- c) To protect the panel and those individuals covered by the policy against impropriety, or the appearance of impropriety, including reputation risk.

General Principles

All panel members are required to follow the principles below:

Selflessness

Panel members and advisors should take decisions solely in terms of the interest of good research. They should not do so in order to gain benefits for themselves, their departments/units or their colleagues.

Integrity

Panel members and advisors should not place themselves under any financial or other obligation to outside individuals or organisations that might influence them in the performance of their official duties.

Objectivity

In carrying out Panel business, including approving research studies, awarding grants, or recommending individuals for rewards and benefits, Panel committee members and advisors should make choices based solely on merit.

Openness

Panel committee members and advisors should be as open as possible about all the decisions and actions that they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands.

Honesty

Panel committee members have a duty to declare any private interests relating to their duties and to take steps to resolve any conflicts arising in a way that protects the interest of GOSH Charity.

What is a conflict?

It is impossible to prescribe a comprehensive set of rules on conflicts of interest. Panel members are best placed to know their duties with the Panel and where these conflicts might arise. However, an absolute conflict, where the panel member should decline to comment on an application is when:

- they are an applicant (lead or co-applicant) for the proposal under consideration
- they are directly involved with the work being proposed
- they are working closely with or are collaborators with the applicant(s)
- they are a relative, close friend or business partner of one or more of the applicants
- there is any other situation where a Panel member feels conflicted

Managing conflicts of interest

Panel members should declare any conflicts of interest to GOSH Charity and the Chair of the Panel. Should a Panel member have any doubt as to whether they have a conflict of interest they should ask GOSH Charity and the Chair of the Panel for guidance.

The conflict will be considered by the Chair of the Panel who will decide whether it is appropriate for the Panel member to comment on the application or to take part in the Panel meeting.

All conflicts of interest and actions taken will be recorded in the minutes of the relevant meeting.

If a Panel member has concerns about a possible conflict of interest involving another Panel member, they should raise this with GOSH Charity and the Chair of the Panel.

All information included in the Panel papers, made available by the assessment process and discussed at the Panel meetings are **strictly confidential** and should not be shared outside of the Panel. This includes all Panel member and peer reviewer comments. All reviewer names and institutions should also be kept strictly confidential.

Acceptance

I agree to abide by general principles and the confidentiality and conflicts of interest statement in this policy

Position.....

Organisation

Print Name.....

Signed..... Date.....