

Lung Cancer Nursing UK (hereafter LCNUK) Conflict of Interest Policy

Conflicts of interest may arise where an individual's personal (or family) interests and / or loyalties conflict with those of LCNUK. Such conflicts may create problems such as:

- Inhibits free discussion
- Results in decisions or actions taken that are not in the best interests of LCNUK
- Risks causing the impression that LCNUK has acted improperly

Where LCNUK is concerned, the links and interests of most concern relate to the pharmaceutical industry and other organisations in the lung cancer, mesothelioma and palliative care field. The aim of this policy is to protect both the LCNUK and individuals involved from any impropriety or appearance of impropriety.

The purposes of this policy are to protect the integrity of the LCNUK decision-making process, to enable our stakeholders to have confidence in our integrity, and to protect the integrity and reputation of those working within the organisation.

All LCNUK committee members, trustees and those co-opted to specific roles within the organisation will strive to avoid any conflict between the interests of LCNUK on the one hand, and personal, professional, and business interests on the other. This includes avoiding actual conflicts of interest as well as the perception of conflicts of interest.

Examples of conflicts of interest include:

- 1 A trustee/committee member who is also a member who must decide whether fees from members should be increased.
- 2 A trustee/committee member who works regularly for a specific pharmaceutical company as a speaker or consultant and there is a decision to be taken on whether the LCNUK wishes to take on an educational project with that company
- 3 A trustee/committee member who is also on the committee of another organisation that is competing for the same funding.
- 4 A trustee/committee member who has shares in a business that may be awarded a contract to do work or is offered a limited availability workshop at the annual conference of the LCNUK

Upon appointment each trustee and committee member will make a full, written disclosure of interests, such as relationships, and posts held, that could potentially result in a conflict of interest. This written disclosure will be kept on file and will be updated annually or more frequently as appropriate.

In the course of meetings or activities, trustees/committee members will disclose any interests in a transaction or decision where there may be a conflict between LCNUK's best interests and the trustee's/committee member's best interests or a conflict between the best interests of the two organisations that the trustee/committee member is involved with.

After disclosure, a trustee/committee member may be asked to leave the room for the discussion and may not be able to take part in the decision, depending on the judgement of the other trustees present at that time.

Any such disclosure and the subsequent actions taken will be noted in the minutes.

The trustees of LCNUK will undertake an annual review of the list of conflicts of interest as part of its risk management policy

This policy is meant to supplement good judgment, and all committee members, co-opted officers and trustees should respect its spirit as well as its wording.

Date reviewed: 2 December 2019

Date of Next Review: 3 years



Declaration of interests form for committee members, co-opted officers, officers and trustees of LCNUK

NAME IN FULL: _____

Position in organisation: _____

Date completed _____

1. I have the following *relevant* interests to declare, according to the policy, for the preceding 36 months and the next 12 months from today [please complete the table, including interests that may influence or appear to influence you in your position with the LCNUK or your writing of any articles/publications for the LCNUK]:

Type of relationship	What is the name of the organisation?	What is the organisation's role?	How does the interest relate to your role in the LCNUK or any article topic/publication?	Is there a contractual agreement to disseminate product information? Yes/No	Payments to you? Yes/No	Payments to your institution? Yes/No
Board membership (when describing the funding body's role, please mention the type of board e.g. advisory board.)						
<i>Example: Advisory board</i>	<i>AA company</i>	<i>Produces pharmaceuticals for XYZ disease</i>	<i>Article will mention commonly used drugs produced by this company and by others</i>	<i>N</i>	<i>Y</i>	<i>Y</i>
Type of relationship	What is the name of the organisation?	What is the organisation's role?	How does the interest relate to your role in the	Is there a contractual agreement	Payments to you? Yes/No	Payments to your

			LCNUK or any article topic/publication?	to disseminate product information? Yes/No		institution? Yes/No
Consultancy (when describing the funding body's role, please describe the nature of the consultancy.)						
				Y/N	Y/N	Y/N
Employment						
				Y/N	Y/N	Y/N
Expert testimony						
				Not applicable	Y/N	Y/N
Grants/grants pending (if funding was for a study, please specify whether or not it had any role in: study design; data collection, access, analysis, or interpretation; writing of the report; or the decision to publish)						
				Y/N	Y/N	Y/N

Type of relationship	What is the name of the organisation?	What is the organisation's role?	How does the interest relate to your role in the LCNUK or any article topic/publication?	Is there a contractual agreement to disseminate product information? Yes/No	Payments to you? Yes/No	Payments to your institution? Yes/No
Contract research (when describing the funding body's role, specify whether or not it had any role in: study design; data collection, access, analysis, or interpretation; writing of the report; or the decision to publish)						
				Y/N	Y/N	Y/N
Lectures, other educational events (when describing the funding body's role, specify whether or not it had any role in determining content)						
				Y/N	Y/N	Y/N
Speakers' bureaux (you have been engaged: to give presentations for the company, which has a contractual right to approve or control the content; and/or to act as the company's spokesperson in disseminating product information)						
				Y/N	Y/N	Y/N

Type of relationship	What is the name of the organisation?	What is the organisation's role?	How does the interest relate to your role in the	Is there a contractual agreement to	Payments to you? Yes/No	Payments to your institution? Yes/No

			LCNUK or any article topic/publication?	disseminate product information? Yes/No		
Development of educational material (when describing the funding body's role, specify whether or not it had any role in determining content)						
				Y/N	Y/N	Y/N
Manuscript preparation (when describing the funding body's role, specify whether or not it had any role in determining content)						
				Y/N	Y/N	Y/N
Patents (planned, pending or issued)						
				Not applicable	Y/N	Y/N
Receipt of equipment or supplies						
Type of relationship	What is the name of the organisation?	What is the organisation's role?	How does the interest relate to your role in the LCNUK or any article topic/publication?	Is there a contractual agreement to disseminate product	Payments to you? Yes/No	Payments to your institution? Yes/No

				information? Yes/No		
Royalties						
				Not applicable	Y/N	Y/N
Stock/stock options/other forms of ownership						
				Not applicable	Y/N	Y/N
Travel/accommodations/meeting expenses unrelated to activities listed (e.g. if you report a consultancy above, you need not report travel related to that consultancy here. When describing the funding body's role, specify the activity e.g. travel to a seminar.)						
				Y/N	Y/N	Y/N
				Y/N	Y/N	Y/N

Type of relationship	What is the name of the organisation?	What is the organisation's role?	How does the interest relate to your role in the LCNUK or any article topic/publication?	Is there a contractual agreement to disseminate product information? Yes/No	Payments to you? Yes/No	Payments to your institution? Yes/No

Other personal or professional relationships (err on the side of full disclosure, including: - relevant non-financial relationships; or - other relationships that may influence or appear to influence your writing of this article.)						
					Y/N/Not applicable	Y/N

2. I have no relevant interests to declare

3. To the best of my knowledge, I have no association nor shares invested with the tobacco industry

SIGNED: _____