

DSRB Update: Financial Conflict of Interest (FCOI) Annual Declaration Cycle for 2017

Background

Before carrying out research, study team members should declare their financial interests so that any potential bias in research conduct can be prevented or managed.

Previously, study team members were required to declare financial interests related to individual studies at every initial application and study renewal. Now, researchers and study team members are required to declare financial interests only once a year.

2017 Annual FCOI Declaration Cycle

The 2017 FCOI declaration cycle was held from 01 December 2016 to 31 January 2017.

If you were previously involved in the design, conduct or reporting of research as an investigator or study team member, you would have received a DSRB reminder to declare your individual financial conflict of interest using the FCOI declaration form and submit it to the DSRB. The validity of the declaration starts from the date the FCOI declaration form was submitted till 31 December 2017. Approximately 3500 declarations were received for this cycle.

NOTE: If you have missed the annual FCOI declaration cycle, you may still submit the declaration form to DSRB. Do note that all declarations made will only be valid until 31 December 2017.

FCOI Arising During Conduct of the Study

Financial conflicts of interest may also arise during the conduct of the study. If such interests arise, you (as investigator or study team member) should submit an updated FCOI declaration form as soon as possible but not later than 30 calendar days following first knowledge of these conflicting interests.

The updated financial conflict of interest declaration form should be submitted to the DSRB FCOI Secretariat at DSRB_FCOI@nhg.com.sg.

Resources

You may refer to the following website for more information on the DSRB FCOI declaration process:
<https://www.research.nhg.com.sg/wps/wcm/connect/romp/nhgromp/h spp/financial+conflict+of+interest/fcoi+policy>

Hoong Yan

Executive

Domain Specific Review Board

Research & Development Office

National Healthcare Group

Summary of the DSRB FCOI Declaration Process

- All investigators and study team members involved in the design, conduct or reporting of the research will be required to declare financial conflicts of interest once a year.
- Study team members are encouraged to submit the completed FCOI Declaration Form to the DSRB FCOI Secretariat (DSRB_FCOI@nhg.com.sg) during the annual declaration cycle.
- If there are any changes to financial interests during the year, study team members will need to submit an updated FCOI declaration form to the DSRB FCOI secretariat within 30 days of knowledge.
- A separate Study Team Member List should be submitted at every initial application and at study renewal to inform DSRB of any study team members (e.g. research nurses, research coordinators) who are not listed in Section B of the DSRB application form, but are involved in the design, conduct and reporting of the research.