



Statement of Purpose: The American Academy of Otolaryngology—Head and Neck Surgery/Foundation (AAO-HNS/F) supports fair and unbiased participation of our volunteers in Academy/Foundation activities. Any real or potential conflicts of interest¹ must be identified and managed. All relevant financial relationships with commercial interests² that directly impact and/or might conflict with Academy/Foundation activities must be disclosed, or disclosure that you have no relevant financial relationships must be documented. Other relationships that could cause private interests to conflict with professional interests must also be disclosed.

1. Significant Financial Relationship: Significant financial relationships are defined as anything of monetary value (within the past 12 months) including, but not limited to:

- Salary or other payments for services (employment, Speaker’s Bureau, Advisory Panel, Expert Witness, etc.)
- Consulting fees or honoraria
- Equity interests including stocks, stock options, or ownership interests (*excluding* diversified mutual funds)
- Intellectual property rights including patents, copyrights, royalties from such rights
- Research funding
- Or other financial benefit

[Note: Significant financial relationships extend to financial relationships of your family and/or business partner(s).]

2. Other Relationships: Other relationships that could cause private interests to conflict with professional interests.

¹ “Conflict of interest” is defined as any real or potential situation that has competing professional or personal interests that would make it difficult to be unbiased. A conflict of interest may occur when: (1) an individual’s private interest differs from his/her professional obligations, or (2) professional actions or decisions occur that an independent observer might reasonably question. A conflict of interest depends on the situation and not on the character of the individual.

² A “Commercial interest” is any proprietary entity producing health care goods or services consumed by, or used on patients.

The following individuals must provide this disclosure annually. Failure or refusal to disclose will result in disqualification to participate in AAO-HNS/F activities.

AAO-HNS/F Committee Membership/Elected Leadership:

All members of Academy/Foundation committees, as well as all elected, appointed, or standing guest members of the Academy/Foundation Boards of Directors must complete and sign a disclosure/conflict of interest form **in relation to the charge or any activities** of the committee to which they are appointed.

AAO-HNSF Otolaryngology-Head and Neck Surgery (White Journal):

Journal Editorial Board members/reviewers/authors must complete and sign a disclosure/conflict of interest form **in relation to the development of the Journal**.

AAO-HNSF Independence in Continuing Medical Education (CME) Activities:

Any individual who may be **in a position to control CME content** must disclose all relevant financial relationships or disclose that he/she has no relevant financial relationships.

(Complete other side)

(Complete other side)

Check the appropriate box(s) to designate your participation in AAO-HNS/F activities:

- Appointed Committee membership
- Elected, appointed, or standing guest member of the Academy/Foundation Boards of Directors
- Journal Editorial Board/Reviewer/Author
- Continuing Medical Education Planner/Teacher/Author/Administrator

Title of Presentation

Date of Presentation

(Check one (1) box only)

I have the following significant financial/other relationship(s):

I have nothing to disclose.

Name of Commercial Interest(s):

Nature of relationship:

Other relationship(s) that could cause private interests to conflict with professional interests:

Name (Print) First

Last

Academy ID#

Signature³

Date

³By affixing your signature, you give permission to the AAO-HNS/F to publish (in any form-print and/or electronic) the information you provide on this conflict of interest/disclosure form.

Failure or refusal to disclose will result in disqualification to participate in AAO-HNS/F activities.

Return completed forms to Member Services at Fax: 1-703-684-4288; email: MemberServices@entnet.org; or Mail: AAO-HNS, 1650 Diagonal Rd, Alexandria, VA 22314-2857
Submission Deadline: