

Weill Research Gateway: COI Management System Review

RAPID Meeting
Monday, October 12, 2015

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Director, Research Administration, Dean's Office

Interim Director, Research Integrity, Conflicts Management Office



Agenda

- I. Brief overview of the Conflicts Survey and SSR
- II. Status Updates:
 - Weill Research Gateway
 - Conflicts of Interest Module
- III. COI Module Overview & Features
- IV. Support
- V. Quick Reminders



Conflicts Survey (formerly Annual Survey)

Purpose

The purpose of the Conflicts Survey is for individual's to disclose financial conflicts of interests and/or commitments to ensure the affairs of WCM are handled in a manner consistent with an individual's primary commitment to the university, and to ensure the performance of their professional responsibilities are free from real or apparent bias motivated by self-interest.

Individuals are expected to evaluate and arrange their external interests and commitments in order to avoid compromising their ability to carry out their primary obligations to the university.

Who is required to submit Conflicts Survey?

All WCM employed faculty, academic staff and non-academic staff (including WCM students who are investigators on protocol OR paid stipends) are required to complete and submit Conflicts Survey on an annual basis.

Everyone

Study-specific report (SSR)

Purpose

The purpose of the study specific report is for individuals involved in the design, conduct, reporting, or direct administration of research at WCM to provide information – **on a study specific basis** – regarding their individual or their family member's external commitment(s) and/or financial interest(s) that reasonably appears to be related to an individual's WCM responsibilities.

Who is required to submit SSR?

All WCM research personnel, including key personnel, responsible for the design, conduct, reporting, or direct administration of research are required to report their external commitments and financial interests annually and on an event-required basis for themselves and their spouse/domestic partners and children.

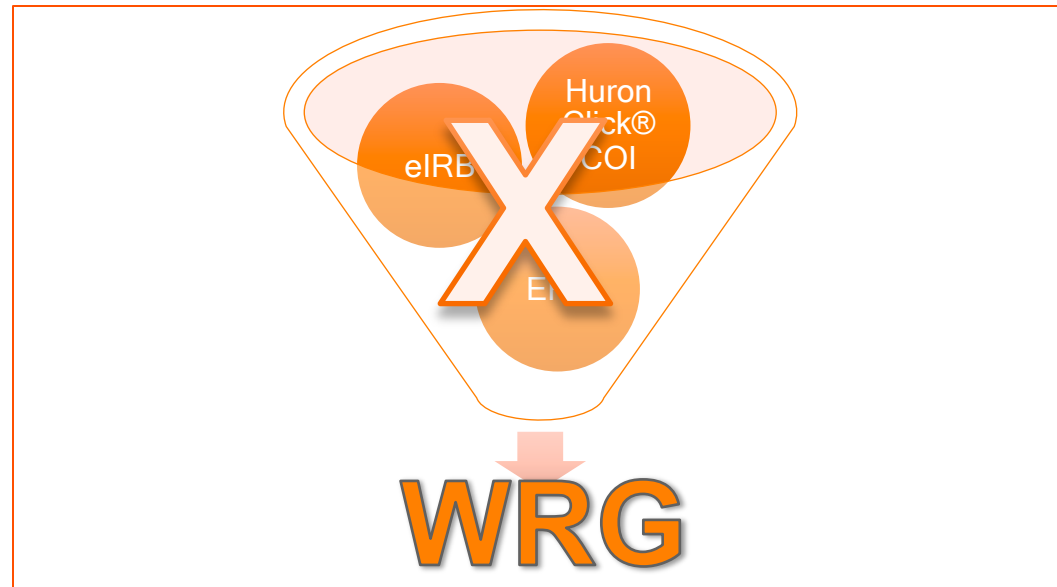
Status Update:

Weill Research Gateway (WRG)



WRG is the dedicated, online portal to access WCM's future research administration systems.

- Access to WRG requires entering CWID & password.
- WRG established to replace existing WCM electronic research administration systems over the next several years.



COI Module Overview

- The Conflicts Management System (CMS) is the first research administration module to be deployed in the WRG.
- The CMS will facilitate the submission of new or updated: 1) *annual* Conflicts Surveys, 2) Study-specific reports (SSR), and 3) Travel Disclosures.
- Upon entering the CWID and password in the WRG, the discloser's profile and the default Conflicts Survey submission options will appear.

Profile

Weill Cornell Medical College

Conflicts Survey for Interests and Commitments

Discloser Profile

ID **mil2006**
Name **Michelle A. Lewis**
Title **Director Research
Administration**
Department **Office of Managing Director**
Division **Weill Cornell Medical College**
Last
Disclosure **Tuesday, September 29, 2015**

Submission Options

[View Last Conflicts Survey](#) [Recertify/Update Conflicts Survey](#)
[Edit/Submit Travel Disclosure](#) [Travel History \(last 12 mos.\)](#)
[Edit/Submit Study Specific Report \(SSR\)](#)



COI Module Features

“View Last Conflicts Survey”

Weill Cornell Medical College

**Conflicts Survey for
Interests and Commitments**

Discloser Profile

ID	mil2006
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[Edit/Submit Study Specific Report \(SSR\)](#)

- ◆ Conflicts disclosed within the past 12 months in the current conflicts system will not be accessible by clicking this link.
- ◆ All disclosures reported in the past 12 months, can be accessed from the current system or the CMO can provide a pdf copy to discloser's upon request.
- ◆ Any disclosures reported within the WRG can be accessed by selecting this button.



COI Module Features

“Recertify/Update Conflicts Survey”

Weill Cornell Medical College

Conflicts Survey for Interests and Commitments

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View Last Conflicts Survey

Recertify/Update Conflicts Survey

Edit/Submit Travel Disclosure

Travel History (last 12 mos.)

Edit/Submit Study Specific Report (SSR)

- ◆ Select to initiate Conflicts Survey.
- ◆ Upon logging into the CMS in WRG, all disclosers will initiate their Conflicts Survey by clicking the *Re-certify/Update Conflicts Survey* button.
- ◆ The discloser will be prompted to answer two YES/NO primary questions...



“Recertify/Update Conflicts Survey”

PRIMARY QUESTIONS (YES/NO)

Q1. Within the past 12 months, have you and/or a family member (spouse, domestic partner, parent, sibling, child or any biological relative residing in your household) had any of the following relationships that would be considered to relate to your position, professional activities, or institutional responsibilities at WCM with companies, service providers, nongovernment organizations (NGO's), foundations and/or other entities (hereinafter called 'entities')?

- financial relationship
- received payment via a third party
- received payment on your behalf

➤ Response to **Q1** will determine whether the *Entities and related details* sections in the survey must be completed.

Q2. Are you involved in the design, conduct, or reporting of any research at WCMC?

➤ Response to **Q2** may determine whether you will be required to complete a Study Specific Report (SSR).



COI Module Features

“Edit/Submit Travel Disclosure”

Weill Cornell Medical College

**Conflicts Survey for
Interests and Commitments**

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[Edit/Submit Travel Disclosure](#) [Travel History \(last 12 mos.\)](#)

[Edit/Submit Study Specific Report \(SSR\)](#)

- ◆ Select to initiate travel disclosure.
- ◆ Travel disclosure requirement only applies to NIH and other* PHS agency-funded investigators who have sponsor-paid and/or reimbursed travel expenses for travel related to the investigator's Cornell responsibilities.
- ◆ Travel start date, duration, destination, and estimated value of trip is entered here.

*Other PHS agencies such as AHRQ, CDC, FDA, HRSA, CMMS, SAMHSA, etc.



COI Module Features

“Travel History (last 12 mos.)”

Weill Cornell Medical College

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[Edit/Submit Travel Disclosure](#)

[Travel History \(last 12 mos.\)](#)

[Edit/Submit Study Specific Report \(SSR\)](#)

- ◆ Provides a summary report of all travel history disclosed within WRG in the past 12 months.



COI Module Features

“Edit/Submit Study Specific Report (SSR)”

Weill Cornell Medical College

Conflicts Survey for Interests and Commitments

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- ◆ SSR submissions are required by Investigators with proposal-specific and/or project-specific financial interests that could impact the design, conduct, or reporting of research.
- ◆ Conflicts Survey must be updated and completed prior to editing/submitting a SSR.



Support: 2 pronged approach

Conflicts Management Office conflicts@med.cornell.edu 646-962-8200	ITS support@med.cornell.edu 212-746-4878
I am a research technician and would like to know if my mother's stock in Pfizer should be reported by me in the Conflicts Survey.	I am working from home today and cannot log into the WRG. Please help!!!
I am a full-time non-faculty employee at WMC and I offer paid tax preparation consulting services for a large tax firm. Do I need to report this relationship?	I completed and submitted my Conflicts Survey but did not receive an email acknowledgement. What should I do?
I am running for Mayor of NYC, do I need to report this information on my Conflicts Survey?	I forgot my CWID and password and cannot log into WRG.

Quick reminders/updates

- 1) All WCMC-NY and WCMC-Q personnel required to submit (annual) Conflicts survey within 30 days of the CMS implementation date (new employees within 45 days of start date).
- 2) Department Chairs/DA's will be notified of non-compliant faculty and non-faculty.
- 3) Non-compliance reports will be monitored and trends supporting persistent non-compliance will be referred to the Conflicts Advisory Panel.
- 4) COI disclosures occur on a rolling basis and thus due date for *annual* Conflicts Survey is based upon last updated disclosure.
- 5) New employee onboarding checklist (HR form) will include guidance on requirement to submit Conflicts Survey going forward.
- 6) Conflicts Management Office website updates are underway.
- 7) Online video's, tutorials and reference tools will be disseminated to the WCM community on an ongoing basis.

Questions???

Any questions regarding this presentation can be directed to Michelle Lewis by email at mil2006@med.cornell.edu or by telephone at 646-962-4035.

Future WRG-specific inquiries can be emailed to:

WRG-Support@med.cornell.edu

