



AMERICAN ACADEMY OF ALLERGY
ASTHMA & IMMUNOLOGY

DISCLOSURE POLICY

Reviewed and approved by the Board of Directors, November 4, 2007

Pursuant to the Code of Ethics for the American Academy of Allergy, Asthma and Immunology (AAAAI) and the Standards for Commercial Support of Continuing Medical Education of the Accreditation Council for Continuing Medical Education, the AAAAI requires disclosure of financial and organizational relationships from the following types of individuals:

1. Leaders (officers, Board members, JACI editors, committee chairs/members, and staff);
2. Faculty for scientific meetings and conferences (planning committee members, moderators, and speakers);
3. Participants (at business/committee meetings or other member forums, including involvement in public discourse at scientific meetings and conferences); and
4. Authors of official AAAAI documents.

Disclosure by **Leaders** must be made in writing through use of an official AAAAI Disclosure Form or via the Online Disclosure Management System. A completed form must be returned prior to the commencement of a Leader's term of office. Such disclosure must be updated whenever circumstances require or once per calendar year, whichever is sooner.

Disclosure by **Faculty** must be made in writing through use of an official AAAAI Disclosure Form or via the Online Disclosure Management System. A completed form must be returned prior to the beginning of the Faculty member's involvement in planning or, if a speaker or abstract presenter, before his/her presentation at an AAAAI-sponsored educational activity. Such disclosure must be updated whenever circumstances require or once per calendar year, whichever is sooner. Further, faculty are to disclose to the AAAAI in advance any support they receive or plan to receive in the formulation and development of their presentation. Such support must be approved in advance by the AAAAI.

Faculty who are also speakers must also disclose verbally and visually at the beginning of each presentation. This should be done by the use of a slide or slides, when possible, containing the information on the disclosure form. Speakers are also required to disclose to participants discussion of investigational products or investigational uses of products included in their presentations.

Disclosure by **Participants** must be made verbally at the time a Participant begins speaking at each business/committee meeting or other member forum they attend. Participants are required to disclose their job title and employer, and any other interest of theirs that would be judged by a majority of their peers to be more than casual and/or likely to impact their ability to exercise independent judgment in addressing the issue being discussed.

Disclosure by **Authors** must be made in writing through use of the Disclosure Form or via the Online Disclosure Management System. A completed form must be returned prior to the author beginning work on an AAAAI position statement.

Examples of interests that should be disclosed include, but are not limited to, remuneration received by the individual for any activities performed (such as grants, clinical trials, honoraria, legal or medical consulting fees, etc.), research funding sources, investments, gifts, and organizational affiliations. If the individual's employer fits the definition of a commercial interest*, the individual should describe the scope of his or her work responsibilities (such as administration of specific programs or the topic of research activities). If the individual's employer receives remuneration from a commercial interest for the individual's activities, this relationship should

also be disclosed. Failure to knowingly disclose potential conflicts is a violation of the AAAAI's Code of Ethics and such infringements will be dealt with as detailed in section III.B of the Code of Ethics.

All information disclosed will be reviewed to identify conflicts of interest and to guide the resolution of those conflicts. For Leaders, reviews will be completed by an appropriate AAAAI committee or executive body. For Faculty, reviews will be completed by the Continuing Medical Education Committee or the Annual Meeting Program Committee, depending on the activity in which the faculty member will potentially be involved. For Authors, reviews will be completed by the Practice Diagnostics and Therapeutics Committee.

In all cases, an individual's disclosure will be reviewed in the context of the activity in which s/he will potentially be participating. If a conflict of interest is identified, the reviewers will be asked to identify an appropriate mechanism for resolving the conflict. This could potentially include asking the individual to alter the relationship which creates the conflict, or removing the individual from involvement in the activity. The results of each review will be communicated to the individual and the organization planning the activity to facilitate the resolution of the conflict. The individual will be expected to disclose to the appropriate audience any relationships that were found to be, or to present the potential for, conflicts of interest by the reviewer.

AAAAI members will be expected to update their disclosure information by April 30 of each year, based on the previous calendar year's activities, or when a substantive change in circumstances occurs that would require a revision in the information disclosed.

* A commercial interest is defined as any entity producing, marketing, re-selling, or distributing health care goods or services consumed by, or used on, patients.



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DISCLOSURE FORM

Name: _____

Membership ID Number: _____

Date Completed: _____

A. EMPLOYMENT

My employer is: _____

My job title is: _____

If this employer is defined as a commercial interest (“any entity producing, marketing, re-selling, or distributing health care goods or services consumed by, or used on, patients”), please attach a brief description of job responsibilities:

B. FINANCIAL INTERESTS

I have disclosed below information about all relationships between me or a member of my immediate family or household and any organizations and commercial interests, other than my employer, which may create or be perceived as a conflict of interest. In these relationships one of the following is true:

- the organization or commercial interest has provided remuneration in the previous calendar year (including grants, honoraria, consulting fees, etc.); OR
- I or a member of my immediate family or household invests money in the organization or commercial interest.

Name of Organization	Nature of Relationship	Value < \$10,000	Value ≥ \$10,000

I have no such financial interests to disclose.

C. RESEARCH INTERESTS

I have disclosed below information about all organizations which have supported research projects for which I have served as an investigator or co-investigator during the previous calendar year.

Name of Organization	Nature of Relationship	Value < \$10,000	Value ≥ \$10,000

I have no such research interests to disclose.

D. LEGAL CONSULTATION SERVICES/EXPERT WITNESS TESTIMONY

I have disclosed below information about all topics or issues for which I have provided legal consultation services or expert witness testimony during the previous calendar year. The dollar value of these relationships includes all compensation received related to the topic rather than compensation received on a per case basis.

Topic Consulted or Testified On	Value < \$10,000	Value ≥ \$10,000

E. ORGANIZATIONAL INTERESTS

I have disclosed below information about volunteer positions I have held during the previous calendar year with organizations other than the AAAAI that may create or be perceived as a conflict of interest.

Name of Organization	Nature of Relationship	Value < \$10,000	Value ≥ \$10,000

I have no such organizational interests to disclose.

F. GIFTS

I have disclosed below information about all organizations from which I or a member of my immediate family or household have received a gift during the previous calendar year that may create or be perceived as a conflict of interest.

Name of Organization	Nature of Relationship	Value < \$10,000	Value ≥ \$10,000

I have no such gifts to disclose.

G. OTHER INTERESTS

I have disclosed below any other interest of mine or a member of my immediate family or household that would be judged by a majority of my peers to be more than casual and/or likely to impact my ability to exercise independent judgment. This includes any financial interest in or substantive relationship with any manufacturer of a commercial product, and any financial interest in or relationship with any organization that provides commercial support to AAAAI-sponsored educational activities.

Name of Organization	Nature of Relationship	Value < \$10,000	Value ≥ \$10,000

[] I have no such interests to disclose.

I hereby acknowledge that I occupy a position of trust and that I am expected to act at all times in good faith and in accordance with the Code of Ethics of the AAAAI; and to act in such a manner as to avoid even the appearance of using my position to advance, in a way inconsistent with the purposes and interests of the AAAAI, any private interest of mine or of any individual or entity with whom I have a significant relationship.

I certify that the statements I have made above are true, complete, and correct to the best of my knowledge and belief, and agree to report to the AAAAI any interests or relationships which may subsequently develop or dissolve that would alter these statements in any substantive way.

Signature: _____

Date: _____