

# CONFLICT OF INTEREST (COI) REQUIREMENTS

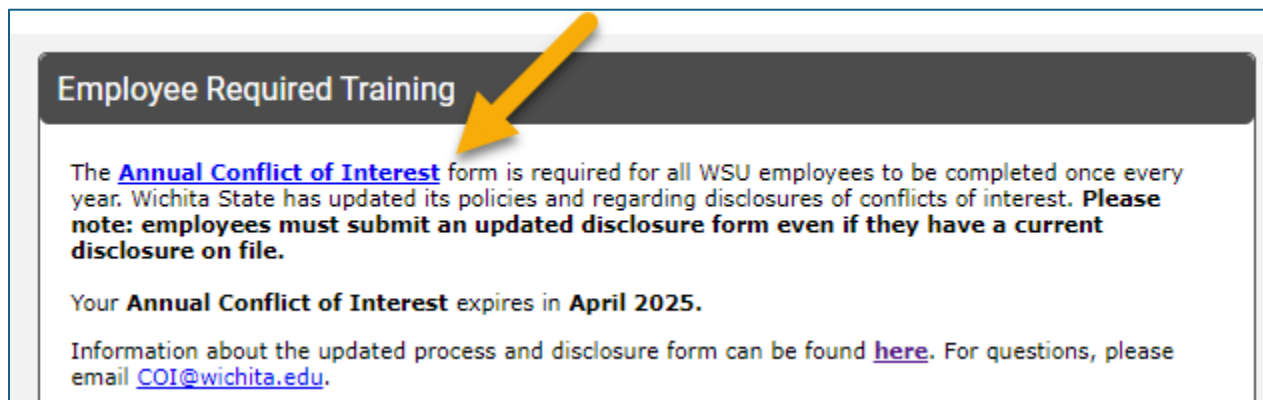
## WSU Policy 3.04 / Commitment of Time, Conflict of Interest, Consulting and Other Employment

**Who:** All WSU personnel, with the exception of student workers,

**What:** must complete an annual COI disclosure.

**How:** This disclosure is done in MyWSU (see image below).

**When:** As many sponsors also have Conflict of Interest (COI) disclosure requirements, all named personnel covered by this policy must have a current COI on file **prior to Award**. If at any time there is a significant change or change in activity, personnel are required to submit a new disclosure via MyWSU **within 30 days**. At a minimum, the disclosure must be completed annually between **April 1 – April 30**.



For more information about Conflict of Interest (COI) policies and procedures at WSU, please see this webpage here: [https://www.wichita.edu/research/Compliance/COI\\_FAQ.php](https://www.wichita.edu/research/Compliance/COI_FAQ.php)

Note – if you are receiving funding from a Public Health Service (PHS) Agency, or one that follows PHS rules (including NASA and the Dept of Energy), please read on...

## CONFLICT OF INTEREST (Continued) –

Note for Public Health Service (PHS) sponsors (such as NIH, CDC, HRSA, SAMHSA) as well as NASA and the Department of Energy:

WSU Policy 9.22 / Disclosure of Financial Conflicts of Interest for Research Subject to Public Health Service Financial Conflict of Interest Regulations

**Who:** Per WSU Policy 9.22 and in conjunction with the Public Health Service (PHS) revised regulations concerning financial conflict of interest (FCOI), **all individuals meeting the PHS definition of Investigator,**

**What:** must **complete a COI disclosure** and **receive Conflict of Interest training,**

**When:** prior to beginning work on a project subject to PHS FCOI rules.

**How:** This disclosure is to be completed in MyWSU and COI training is to be completed in CITI **prior to award**; the CITI course title is “**Researchers (COI)**”. After Award, the PI is responsible for notifying the Office of Research Post-Award Team if personnel meeting the PHS definition of **Investigator** are to be added to the project. In CITI, please select **only** this course for FCOI requirements, other courses are optional:

### Question 6

If you want to take Conflict of Interest (COI) course, please make your selection below.

This question is required. Choose one answer.

- ☒ RESEARCHERS
- ☐ EXECUTIVE TEAM AND GENERAL COUNSEL OFFICE
- ☐ WSU EMPLOYEES
- ☐ BUDGET OFFICERS AND BUDGET REVIEW OFFICERS
- ☐ No