

Scientific Advisory Committee Conflict of Interest Policy

A conflict of interest is any circumstance where *relationships*, current or past, influence or have the potential to influence, professional judgment, decisions or actions, or may be perceived as doing so.

Conflict of Interest Principles

The Scientific Advisory Committee is a collaborative and an integral oversight body that provides advice and recommendations regarding content on our resource website to ensure objectivity, relevancy, and a high standard of scientific excellence. The following are the principles that underscore our approach to managing conflict of interest:

- To fulfill our mandate for Brain Injury Canada's resource website, we rely on the advice and knowledge of expert volunteers who come from many different perspectives, sectors and roles.
- Individuals have been invited to this committee because they bring a set of expertise or knowledge needed to drive the work of Brain Injury Canada. The focus of the Scientific Advisory Committee is on the content of the resource website and committee members will represent the broader group of stakeholders in their respective network.
- Gaps and problems in the content of the resource website are not the responsibility of one organization or group but a collective issue. We encourage the identification of barriers to implementation in a candid and forthright manner to ensure implementation is not impeded.
- The emphasis is always on what is evidence based and in the best interest of Canadians with brain injury.
- Given the breadth of perspectives represented on the Committee; agreement, and if needed consensus, will always be strived for in decision-making.

Situations of conflict of interest

A conflict of interest can be financial or non-financial and professional or personal. A member has a real or perceived conflict of interest if:

- They have a personal interest or personal association with any entity or individual being recommended to become involved in the work of Brain Injury Canada's resource website and other programs.

- An independent third party might reasonably take the view that a personal interest or personal association could affect, or appear to affect, their ability to act impartially.
- There is a situation in which a person is involved in multiple interests, financial or otherwise, one of which could possibly impact the motivation or decision-making of that individual on committee matters.
- A discussion, recommendation or decision being made at the committee can be seen to unduly benefit an individual, organization or entity, that they have a personal or professional association with, over others.
- They have accepted monetary or other forms of payment from any person or corporation that may appear to benefit from recommendations or decisions made at the committee;
- Requesting or accepting gifts, discounts, loans, honoraria, services or benefits from a person or corporation having dealings with Brain Injury Canada, either directly or indirectly;
- They have or wish to use confidential information concerning the business of Brain Injury Canada for any personal benefit or for the benefit of family, friends, associations and/or other organizations.

Unreported Conflicts of Interest

Where the Chief Executive Officer (CEO) of Brain Injury Canada becomes aware of an unreported conflict of interest, the CEO and the Manager, Education and Engagement shall discuss the nature of the conflict together with the individual who has a potential conflict. After consulting with the member to request an explanation of the conflict and any reasons for nondisclosure, the CEO and Manager will determine the action required to correct the failure. As needed, they could also consult with the Brain Injury Canada Board of Directors. The CEO will have the authority to determine a proper course of action, which may be limited to securing a promise of future compliance with this policy or may involve the removal of the member from the committee.