

Quick Reference Guide for Completing the 2022 Annual Disclosure

Click the “Action Items” icon from your Outside Professional Activity Certification System (OPACS) dashboard to navigate to your 2022 Annual Disclosure.



Outside Professional Activities Certification System

Action Items
Complete pending disclosures: IRB, APLAC, SeRA, SeRA-RRA, OTL, Annual, Add-Update, Gifts
Item(s) - 3

Add/Modify/Inactivate Outside Relationship

My OPACS Record/Submitted Disclosures

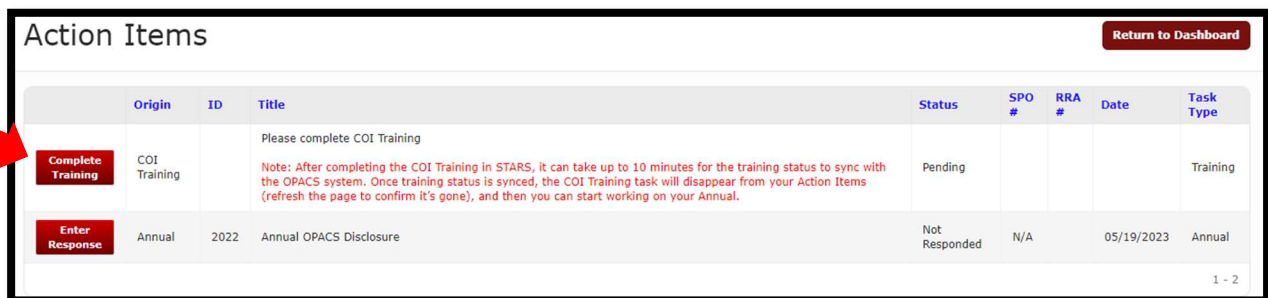
Personal Profile

Training/Education
Please complete COI training in STARS

Disclosed Relationships

Mandated PHS Travel Reporting

Click the “Complete Training” button to complete your mandatory COI training prior to starting your 2022 Annual Disclosure. Please note that it can take up to 10 minutes for the training status to sync with OPACS. Once the system is synced, you will be able to complete your annual disclosure.

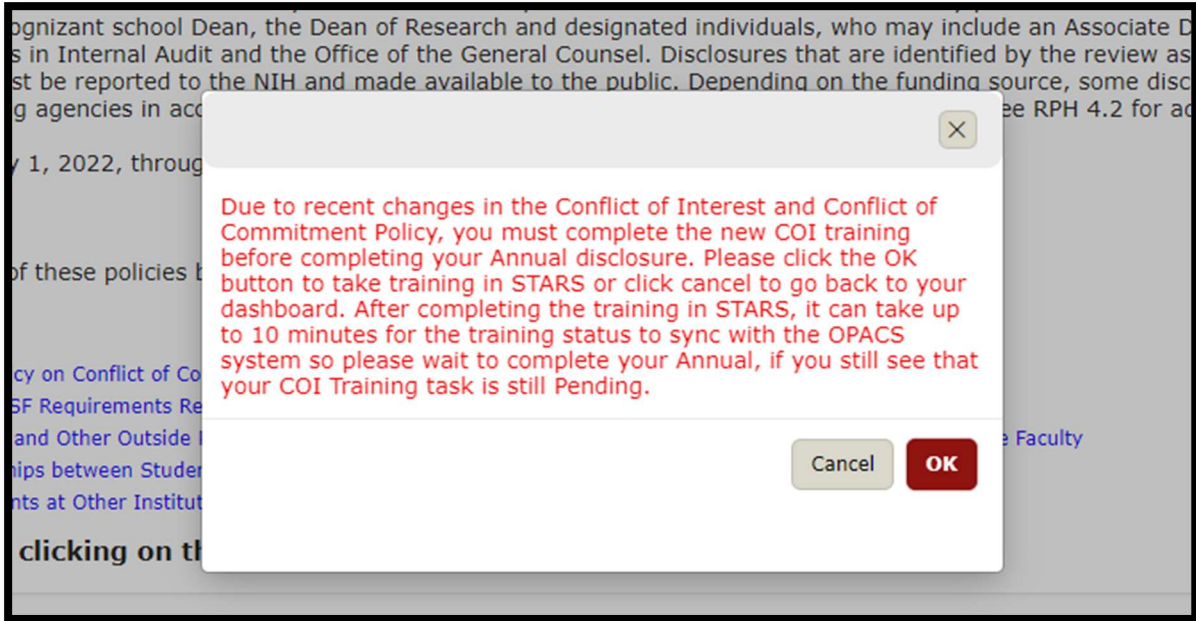


Action Items Return to Dashboard

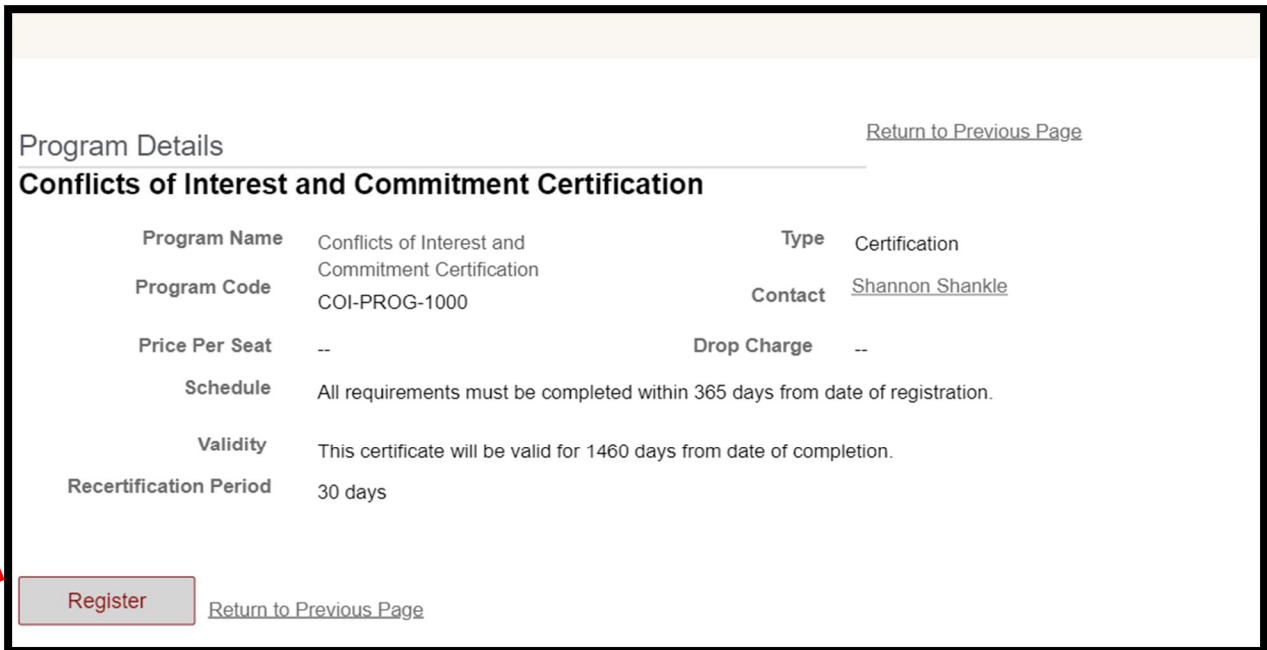
| | Origin | ID | Title | Status | SPO # | RRA # | Date | Task Type |
|--------------------------|--------------|------|--|---------------|-------|-------|------------|-----------|
| Complete Training | COI Training | | Please complete COI Training <small>Note: After completing the COI Training in STARS, it can take up to 10 minutes for the training status to sync with the OPACS system. Once training status is synced, the COI Training task will disappear from your Action Items (refresh the page to confirm it's gone), and then you can start working on your Annual.</small> | Pending | | | | Training |
| Enter Response | Annual | 2022 | Annual OPACS Disclosure | Not Responded | N/A | | 05/19/2023 | Annual |

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If you attempt to start the 2022 Annual Disclosure prior to completing the mandatory training, you will receive the following error message.



If you click the OK button, the system will redirect you to the STARS system to complete your training. Once you have navigated to the STARS training, please click the “Register” button.




On the next screen, please click the “Continue” button.

| | | |
|--|-------------------|------------|
| Program | Enrollment Number | Status |
| Conflicts of Interest and Commitment Certification | 3472404 | Registered |

Click Continue button to take the training now

| | | | |
|---|-------------------|----------|---|
| Activity Code | Enrollment Number | Status | |
| Conflicts of Interest and Commitment (COI-1000-WEB) | 3472405 | Enrolled | <input type="button" value="Continue"/> |



On the final screen, please click the “Launch” button.

| | | | |
|-----------------------------|----------|----------------------------|---------|
| Enrollment Status | Enrolled | Confirmation Number | 3472405 |
| Start Date | -- | End Date | -- |
| Last Enrollment Date | -- | Last Drop Date | -- |
| | | Duration | 45 Mins |

[Progress](#)
[Schedule](#)
[Grades and Attendance](#)
[Notes and Attachments](#)
[Payment Details](#)
[Approvals](#)


Class Progress

| | | | |
|-----------------------|----------|-----------------|------------|
| Progress | Enrolled | Grade | Not Graded |
| Passing Status | Pending | Comments | |

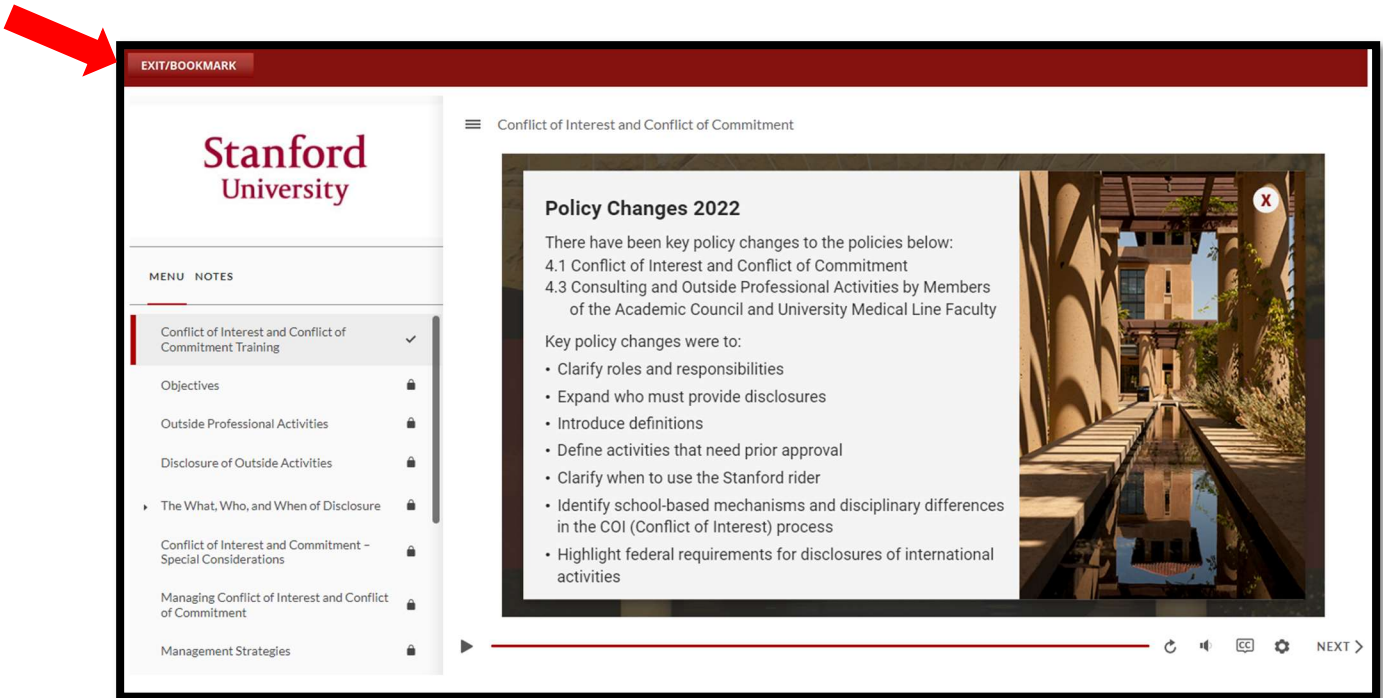
Class Syllabus

To receive credit for this class you must complete all required tasks.

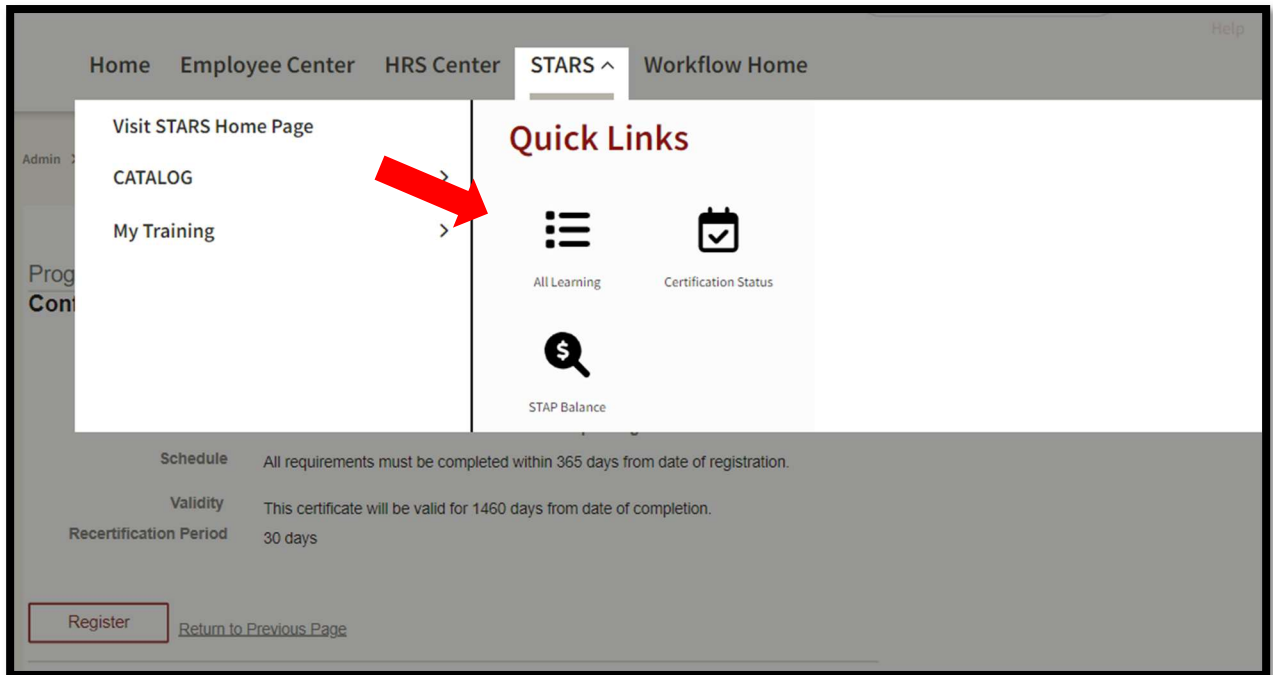
| | |
|---|---------------------------------------|
| Conflicts of Interest and Commitment Online Training Certification | <input type="button" value="Launch"/> |
| 1 Required Web-based | |



Once the Training has been launched, if you need to pause your progress and return to complete it later, click the “EXIT/BOOKMARK” icon in the upper left of the screen.



Upon returning to the STARS training page, after you have already initiated your progress, please click the "STARS tab" and then click the "All Learning" icon



You will then click the "Launch" button to re-enter the Conflicts of Interest and Commitment training.

Action Needed: Launch/Complete (5)

| Title | Type | Start Date | Action Date | |
|--|------------------|------------|-------------|------------------|
| Conflicts of Interest and Commitment Certification | Certification | | 05/21/2023 | PROGRAM PROGRESS |
| Conflicts of Interest and Commitment | Web (self-paced) | | 05/21/2023 | LAUNCH DROP |

Click the “Re-launch” button to restart the training where you left off.

Class Progress

Progress In-Progress Grade Not Graded
 Passing Status Pending Comments

Class Syllabus
 To receive credit for this class you must complete all required tasks.

Conflicts of Interest and Commitment Online Training Certification

1 Required Web-based
Progress In-Progress (Duration : 45 Mins)

Re-Launch

Click the “Resume” button to restart the training.

EXIT/BOOKMARK

Conflict of Interest and Conflict of Commitment

Resume

Once your training is complete, and the OPACS and STARS system have synced, you may navigate back to your OPACS dashboard, click the Action Items icon, and click the Enter Response button for the 2022 Annual Disclosure.

Action Items [Return to Dashboard](#)

| | Origin | ID | Title | Status | SPO # | RRA # | Date | Task Type |
|--------------------------------|--------|------|-------------------------|---------------|-------|-------|------------|-----------|
| Enter Response | Annual | 2022 | Annual OPACS Disclosure | Not Responded | N/A | | 05/19/2023 | Annual |

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If desired, review the relevant Research Policy Handbook links relating to your annual disclosure. Note that progress is saved by clicking the “Next” button on the bottom of each page.

I. Conflict of Commitment and Interest Disclosure

Annual reporting on outside professional activities and certification of compliance is required of all members of the Academic Council and University Medical Line faculty by Stanford's Policy on Conflict of Interest and Conflict of Commitment (Research Policy Handbook 4.1, 4.2 and 4.3). Clinician Educators and Instructors in the School of Medicine must also comply with this policy. Disclosures of outside professional activities related to your institutional responsibilities will be assessed to identify potential conflicts of interest. These reports are considered confidential and will be reviewed by the cognizant school Dean, the Dean of Research and designated individuals, who may include an Associate Dean, the Department Chair, senior administrative staff and University officials in Internal Audit and the Office of the General Counsel. Disclosures that are identified by the review as financial conflicts of interest (FCOI) related to PHS (NIH)-funded research must be reported to the NIH and made available to the public. Depending on the funding source, some disclosures that meet federal criteria may be required to be reported to external funding agencies in accordance with their policies and may be made available to the public (see RPH 4.2 for additional information).

This disclosure is for the period of January 1, 2022, through December 31, 2022.

Disclosures are due **Jun 16, 2023**.

Please be familiar with the requirements of these policies before completing your Annual disclosure

Policies

- [Research Policy Handbook 4.1 - Faculty Policy on Conflict of Commitment and Interest](#)
- [Research Policy Handbook 4.2 - PHS and NSF Requirements Regarding Financial Disclosures and Agency Notifications](#)
- [Research Policy Handbook 4.3 - Consulting and Other Outside Professional Activities by Members of the Academic Council and Medical Center Line Faculty](#)
- [Research Policy Handbook 10.6 - Relationships between Students \(Including Postdoctoral Scholars\) and Outside Entities](#)
- [Faculty Handbook Section 2.7.7 Appointments at Other Institutions](#)

NOTE: Your progress is saved by clicking on the Next button at the bottom of each page.

Complete “Conflict of Commitment and Interest Disclosure” Section.

Complete the “**Outside Professional Activities and Maximum Consulting Days Policy**” section. If you were on leave for part of the year, the date field will be required to be filled out.

▼ **Outside Professional Activities and Maximum Consulting Days Policy**

Stanford's policy: Conflicts of Commitment can occur when the total time of [Outside Professional Activities](#) exceeds 13 days per academic quarter for full time personnel or when an outside activity is so closely related to Stanford responsibilities that duties of loyalty might be in conflict. [Stanford Activities and Professional Services](#) are not required to be reported in OPACS nor do they contribute to the time limits for outside consulting.

The following questions are about your current Stanford position and status.

A. During 2022, what was your position at Stanford?
(check all that apply)

- Faculty
- Academic Staff
- Medical Line Faculty
- Clinician Educator
- Postdoctoral Scholar
- Other

This section applies to your absences from campus and your outside professional activities and interests that occurred during the 2022 calendar year

B. Active Duty and Leave Information

1. During 2022, was your appointment full-time or part-time and specify percent on active duty for each quarter.

Appointment:

- Full-time Part-time

Quarter Active Duty

Winter % Sabbatical Leave without salary Other leave (specify type)
(1/3/2022 - 3/18/2022)

Spring % Sabbatical Leave without salary Other leave (specify type)
(3/28/2022 - 6/8/2022)

Summer* % Summer appt Sabbatical Leave without salary Other leave (specify type)
(6/20/2022 - 8/13/2022)

Fall % Sabbatical Leave without salary Other leave (specify type)
(9/26/2022 - 12/16/2022)

C. During 2022, did you have any of these administrative roles at Stanford?
(check all that apply)

- Chair
- Division Chief
- Dean
- Senior Associate Dean or Associate Dean
- University inter-disciplinary Institute or Independent Lab Director
- Member of a Stanford IRB, APLAC or SCRO panel
- Other
- None of the above

Complete the “**Outside Activities Section**”. If you answer “yes” to question D or E, regarding employment outside of Stanford, or participation in a foreign talent program, you will be required to create an entity for this activity in Section III.

Outside Activities

The following section asks questions about your Outside Professional Activities.

D. During 2022, have you been employed ^(U) by any domestic or foreign organization outside Stanford University? For these purposes, the term "organization" includes domestic or foreign entity, including, for example, government, institution of higher education, medical center, research institute, for-profit entity, non-profit entity, and other professional associations and institutions.

No **Yes - If yes, please create an entity for this in the "Outside Financial Interests and Commitment" section**

Please explain

E. During 2022, have you participated, in any way, in a **foreign** talent recruitment program with a non-US institution? Report all participation regardless of time commitment, payments or other reimbursements. A foreign talent recruitment program includes programs sponsored by a non-US government aimed at attracting people to join the program and transfer their knowledge and expertise to a foreign entity.

No **Yes - If yes, please create an entity for this in the "Outside Financial Interests and Commitment" section**

Note: NIH-funded researchers must opt to review any agreements associated with this foreign talent recruitment program appointment in the Relationship section. Stanford will review these agreements and submit to NIH if they meet the agency's requirements. See the [VP DoR Resource page](#)

F. If you created, discovered, or reduced to practice an invention for which you assigned ownership to a company/organization *other than Stanford*, please explain (leave blank if not applicable):

Complete the “**Outside Activity Policy**” question and click “Next” in the lower right corner.

Outside Activity Policy

Stanford's policy states "When any outside activity detracts from the conduct of University duties a conflict of commitment will result. Even activities such as pro bono work, government service in the public interest, and any outside employment unrelated to the person's University responsibilities should be managed so they do not take precedence over a person's primary commitment to the University."

G. Did you have any other outside activities or professional relationships during 2022 which could present a conflict of commitment with your Stanford University appointment?

No **Yes - If yes, please create an entity for this in the "Outside Financial Interests and Commitment" section**

Please explain:

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Complete “Free and Open Exchange of Research Results and Use of University Resources” Section. Click “Next” in the lower right corner of the screen when all answers are complete.

II. Free and Open Exchange of Research Results and Use of University Resources

▼ **Free and Open Exchange Policy**

Stanford fosters an atmosphere of academic freedom by promoting the open and timely exchange of results of scholarly activities, ensuring that their advising of students and postdoctoral scholars is independent of personal commercial interests.

A. During 2022, have you personally entered into any agreement that restricted your ability (or that of your colleagues, students, postdoctoral scholars, or staff) to engage in the free and open exchange of the results of Stanford scholarly or research activities? For example, did you as an individual sign a consulting, non-disclosure, or confidentiality agreement that included such terms?

Yes No

▼ **Student or Staff Involvement Policy**

Stanford's policy is that personnel may not assign tasks to students or postdoctoral scholars for purposes of potential or real financial gain of the person rather than the advancement of their educational needs.

B. During 2022, have any students or staff been involved in your outside consulting or pro bono activities?

Yes No

B1. If yes, was the participation of students or staff prospectively approved by the department chair?

Yes No

Please explain:

▼ **University Resources Policy**

Stanford's policy is that personnel may not use University resources, including facilities, personnel, equipment, or confidential information, except in a purely incidental way, as part of their outside consulting activities or for any other purposes that are unrelated to the education, research, scholarship, and public service missions of the University.

C. During 2022, have you used any Stanford University resources, including facilities, personnel, equipment, or confidential information, except in a purely incidental way, as part of your outside professional activities or for any other non-University purpose?

Yes No

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Complete “Outside Financial Interests and Commitments” Section.

The screening questions in this section are meant to determine if you have any outside professional activities to disclose in detail. This is a two-part question, and if the criteria from both a and b pertain to the entity you wish to disclose, you will click the “yes” button to add, modify, or remove entities. If the criteria in both a and b do not pertain to the entity you wish to disclose, you will click the “no” button and certify your annual disclosure.

III. Outside Financial Interests and Commitments

Please complete this section to update your OPACS disclosure, making sure that it reflects all Outside Professional Activities that are related to your institutional responsibilities.

▼ Outside Professional Activities

The following questions ask about specific Outside Professional Activities that you or your spouse/domestic partner or dependent children might be engaged in AND that are related to your Stanford responsibilities.

During 2022, did you (or your spouse/domestic partner or dependent children) have:

- a) One or more paid or unpaid interests, including:
- Payment for services: income such as consulting fees and honoraria
 - Equity: Stock and/or Stock Options from publicly traded companies (except income from investment vehicles for which you do not directly control decisions, e.g. mutual funds) or from start-up or other privately held companies, or other ownership interests
 - Royalties: Intellectual property not owned by Stanford
 - Salary: Yourself or your spouse/domestic partner
 - In-kind support: Foundations, scientific or professional societies, foreign governments or for-profit companies or organizations
 - Foreign Entities: Any interest (paid or unpaid) or in-kind support, title or position (including, e.g., honorary or other), from any foreign entity, whether private, public, for-profit, non-profit, professional (such as associations or societies) or governmental, including but not limited to any foreign institution of higher education, academic teaching hospital, medical center or research institute ☺
 - Participation in a foreign talent recruitment program with a non-US institution
 - Roles/Appointments: Managerial roles, employment, an appointment, having principal investigator responsibility, or a faculty or administrative position outside of Stanford

See [Research Policy Handbook 4.3, 2B](#) for the full policy.

[but NOT including royalties paid to you by Stanford, royalties from textbooks and other scholarly publications, income from investment vehicles for which you do not directly control decisions, e.g. mutual funds, income from seminars, lectures or teaching sponsored by a U.S. federal, state or local government agency, a U.S. institution of higher education, a U.S. academic teaching hospital, medical center or research institute affiliated with a U.S. institution of higher education or income from service on advisory or review committees for one of these entities, and salary paid from grants/contracts supporting research at Stanford]

AND DOES

- b) One or more of these interests **reasonably appear to be related** to one or more of your Stanford institutional responsibilities, including research/scholarship, teaching/education, administration or clinical care?

Below are several examples of financial interests and how an interest may be related to a person’s research.

Click [here](#) for examples of circumstances when your interest may **reasonably appear to be related**.

Outside Interest Examples

which you do not directly control decisions, e.g. mutual funds) or from start-up or other privately held companies, or other ownership interest

- Royalties from intellectual property not owned by Stanford
- Salary for spouse/domestic partner or
- Income from foundations, scientific or professional societies, or for-profit companies or organizations
- In-kind support: Foundations, scientific or professional societies, foreign governments or for-profit companies or organizations
- Foreign Entities: Any interest (paid or unpaid) or in-kind support, title or position (including, e.g., honorary or other), from any foreign entity, whether private, public, for-profit, non-profit, professional (such as associations or societies) or governmental, including but not limited to any foreign institution of higher education, academic teaching hospital, medical center or research institute
 - If this is an NIH-funded project, and you have an employment relationship or a Scientific, Affiliate, or Academic Appointment with a non-US entity, you must disclose the relationship and provide copies of agreements for the appointment and other activities associated with this relationship, in English
- Participation in a foreign talent recruitment program with a non-US institution
- Roles/Appointments: Managerial roles, employment, an appointment, having principal investigator responsibility, or a faculty or administrative position outside of Stanford

Examples that **DO NOT** need Disclosure

- Salary or royalties paid to you by Stanford
- Royalties from textbooks or other scholarly publications
- Income from investment vehicles for which you do not directly control decisions, e.g. Mutual funds, income from seminar
- Lectures or teaching sponsored by a U.S. federal, state or local government agency, a U.S. institution of higher education, a U.S. academic teaching hospital, medical center or research institute affiliated with a U.S. institution of higher education or income from service on advisory or review committees for one of these entities
- Professional services as defined by activities that are both remunerated by no more than a modest honorarium or equivalent and involves service to US national commissions, US governmental agencies and boards, peer review panels and speaking engagements for agencies or state and local governmental entities within the US or US based philanthropic organizations or charities, US professional societies, visiting committees or advisory groups to other US universities, and analogous domestic bodies



Reasonably Appear to Be Related ✕

Listed below are some ways in which your interest in a company/organization might *reasonably appear to be related* to your Research/Scholarship responsibilities.

The company/organization:

- Sponsors research at Stanford in which you are directly involved
- Has interests that could reasonably be considered to have a potential influence on the design, conduct or reporting of your research/scholarship
- Has a reasonable possibility of being affected by your research/scholarship
- Makes gifts to Stanford that benefits your research/scholarship (including equipment gifts or loans)
- Makes a product that is under study in research in which you are involved
- Licenses Stanford intellectual property in which you have an interest
- Has a Materials Transfer Agreement or Human Tissue Agreement (MTA/HTA) to provide materials used in your research or for materials provided by you to the company/organization
- Sponsors or makes a product that is under study in human subjects in which you are directly or indirectly involved
- Has interests that are related to your general scientific or scholarly expertise

Close

If you click the “no” button indicating that the interests that you have are not related to your Stanford institutional responsibilities, a pop-up window will appear to alert you that all previously disclosed companies will be inactivated for this year’s disclosure.

No Yes

If “Yes”, please click the Next Page button to add, modify or inactivate entities.

If “No”, click Next Page to certify your Annual Disclosure.

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By checking No, all active previously-disclosed companies/ organizations will be inactivated in this year’s Annual disclosure. Do you wish to continue?

OK Cancel

Previously Disclosed Relationships

To add, modify or inactivate any of these relationships, you must click Yes above and Next button in the bottom right.

| Company/Organization | Last Updated | Status |
|----------------------|--------------|----------|
| Company X | 05-APR-2022 | INACTIVE |

If you click the “yes” button, you will proceed to the next screen to add or modify the entities. A list of your current entities will appear on this first screen, but this is only for your reference. Click the “Next” button in the lower right corner of the screen to continue to Company Selection.

No Yes

If "Yes", please click the Next Page button to add, modify or inactivate entities.

If "No", click Next Page to certify your Annual Disclosure.


Click [here](#) for examples of circumstances when your financial interest may reasonably appear to be related.

Previously Disclosed Relationships

To add, modify or inactivate any of these relationships, you must click Yes above and Next button in the bottom right.

| Company/Organization | Last Updated | Status |
|----------------------|--------------|----------|
| Company X | 06-APR-2022 | INACTIVE |
| Company Y | 06-APR-2022 | INACTIVE |

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Company Selection

The next screen will be the company selection screen where you can add or modify an entity to disclose a new paid or unpaid relationship.

To **add** an entity to disclose a new paid or unpaid relationship, click the red “Add New Entity” button on the lower left of the screen. To Update an existing entity, click the blue “Update” button on the right side of the entity table.

Company/Organization Selection

Please add, remove, or edit entities in which you have an interest/activity. ⓘ

[Examples of Interests to Disclose](#)

Once all relationships have been updated, click the button "Next Step: Review & Submit"

Relationships

Display: Show All Next Step: Review & Submit

| Company/Organization | Last Updated | Status | Progress | Management Plan(s) | |
|----------------------|--------------|----------|----------|--------------------|------------------------|
| ABC company | 21-MAY-2023 | INACTIVE | | N/A | Update |
| Entity Name | 21-MAY-2023 | INACTIVE | | N/A | Update |
| RA Test 2 | 21-MAY-2023 | INACTIVE | | N/A | Update |
| Test B | 21-MAY-2023 | INACTIVE | | N/A | Update |

Add New Entity

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Once you click the "Add New Entity" or "Update" button, you will be presented with a series of questions about your relationship with the entity to determine if the interest meets the definition of professional service and does not need to be disclosed, or if the interest is a short, one-time activity that is not related to your Stanford duties, allowing for a shortened disclosure form.

Does this relationship meet one of the types of professional services listed?

Professional Service is a form of Outside Professional Activity that both is remunerated by no more than a modest honorarium or equivalent and involves service to:

1. United States (US) national commissions, US governmental agencies and boards; peer review panels and speaking engagements for agencies or state and local governmental entities within the US.
2. US based philanthropic organizations or charities, US professional societies, visiting committees or advisory groups to other US universities, and analogous domestic bodies.

Yes No

If you answer "yes" that the activity meets the definition of a professional service you may then click the red "Inactivate Entity" button to inactivate a previously disclosed entity, or click the "Return to Company Selection" page to continue.

Because professional service activities are not undertaken for personal financial gain, they do not fall within the definition of Consulting under Stanford policy and you do not need to complete an OPACS disclosure.

If you wish to inactivate the relationship, please click 'Inactivate Entity'.

The 'Return to Company Selection' button takes you back to the company selection page in case you want to update any other relationships. If not, click 'Next Step: Review & Submit' and then you are done.

Return to Company Selection Inactivate Entity

If the interest does not meet the definition of a professional service, you will be asked another question to determine what sort of form the system will generate for you.

Is this a one-time, short duration (1-3 days) and minimal remuneration activity (<\$5,000)?

Note: By selecting 'Yes', you verify this relationship is not related to your research scholarship, teaching/education, clinical care, or administrative duties; this includes research sponsored by the entity. This will generate a shortened disclosure. If the relationship is related to one of those duties, then you must select 'No' to disclose your full connection with the entity.

Yes No

Next

The correct form will be generated and ask the following questions:

1. Name of company or organization (foundation, society, other). Note: Each company, organization, law firm or other outside entity must be entered separately.

The Entity table auto populates as you type. If you do not find the name, clear your typed entry, and you will see at the very top of the list "Company Not listed". Select this and then you will be able to type in a new name.

a. The relationship is with:
(check all that apply)

Self

Spouse/domestic partner

Other family member

a1. If the relationship is yours, not your spouse/domestic partner or family member, how much time did you spend on this activity?
(e.g., 3 hours a week, or 2 days per month per annum)

a2. What is your planned time commitment per annum?

days

b. 's website/URL:

Start-up or Page unavailable

c. Estimated start date and end date of relationship?

Start Date End Date End Date Unknown

Format: MM/YYYY

d. Is

U.S. International

Publicly Offered/For Profit Private/For Profit Not For Profit Other

d. Company Y is:

U.S. **International**

Country *

Government Institution of Higher Education Publicly Offered/For Profit **Private/For Profit**

Not For Profit Other

Are you a founder or co-founder of Company Y ?

No Yes

Are any of your students co-founders of Company Y ?

No Yes

Note: If this interest is a Private/For Profit entity, you will need to note if you or any of your students are co-founders of the entity.

A new question has been generated to determine if you are listed as a senior/key personnel on an award from certain funding agencies. This is not an exhaustive list of your funding sources, but rather four funding agencies that may require additional information. This information is pulled from our SeRA system. You are not required to fill out this information.

2. Are you an investigator or senior/key personnel on any of the following proposed or funded awarding agencies?

NIH Yes No

NSF Yes No

DoE Yes No

DoD Yes No

3. What is the nature of your activity/financial interest with Company Y ? (Check all that apply)

- Board of Directors membership
- Advisory Board membership
- Consultant (other than Advisory Board or Board of Directors membership)
- Licensing of intellectual property that you developed at Stanford to
Company Y
- Ownership of Stock and/or Stock Options or other ownership interests

(excluding investments for which you do not directly control investment decisions, such as mutual funds)
- Payment of royalties for inventions developed outside Stanford and licensed to
Company Y
- Payment for lectures
- Payment for preparation of papers or reports
- Payment for product evaluation
- Legal consultant or expert witness
- Executive or other employee position
- Scientific, Research, or Academic Appointments ⓘ
- Other

a. Is providing you any material data, in-kind support ⓘ for your research endeavors?

No Yes

Note: In Kind Support refers to office/laboratory space, equipment, supplies, datasets or employees or students supported by an outside source

4. During 2022, what is the total amount of your income and estimated value of your other financial interests (or that of your spouse/domestic partner or dependent children) in Apple?

a. Please enter specific dollar amount of Total Income(excluding stocks and/or stock options): \$

b. Ownership of Stock and/or Stock Options (except income from investment vehicles for which you do not directly control decisions, e.g. mutual funds)

I own Stock and/or Stock Options: Yes No

Estimated value of Stock and/or Stock Options as of today's disclosure: \$

c. Will you be using any Stanford resources, ⓘ including facilities, personnel, equipment, or confidential information, except in a purely incidental way, as part of your outside professional activities or for any other non-University purpose?

Yes No

Federal Regulations for PHS-funded research states: Investigators must disclose the occurrence of any reimbursed or sponsored travel (i.e. that which is paid on behalf of the Investigator and not reimbursed to the Investigator), related to their Institutional responsibilities. The details of this must include the purpose of the trip, the identity of the sponsor/organizer, the destination, and the duration. In accordance with the Institution's FCOI policy, the Institutional official(s) will determine whether the travel constitutes an FCOI with the PHS-funded research. This disclosure does not apply to travel that is reimbursed or sponsored by a U.S. Federal, state, or local government agency, a U.S. Institution of higher education, an academic teaching hospital, a medical center, or a research institute that is affiliated with an Institution of higher education.

If you receive or will receive sponsored research funding from PHS/NIH [?] you must report travel related to your institutional responsibilities that was paid for by an external organization.

This is your previously reported value of reimbursed or sponsored travel for this period from Company Y: \$ 0 (View current PHS Travel):

Update your travel status by selecting one of the following:

Add New PHS Travel

Did not Travel during this period

All travel reported for this period

Not Applicable. As I have no PHS/NIH proposals or funding

5. If you are entering into a consulting or non-disclosure agreement with an outside entity, you are required to provide the entity with a copy of the [Stanford University Required Addendum to Consulting or Related Agreement](#).

I have or will provide this addendum to the entity Not applicable to this type of relationship

Research and Scholarship

You will be asked if the entity that you are reporting may reasonably appear to be related to your research/scholarship responsibilities. If the answer is no, click the "no" button and then click the "Next" button on the lower right.

Research and Scholarship Policy

Stanford policy states that the University should promote the public good by fostering the transfer of knowledge gained through University research and scholarship to the private sector but that is wrong for an individual's actions or decisions made in the course of his or her University activities to be determined by considerations of personal financial gain. Objectivity in research and scholarship depends upon meeting expectations that the design, conduct, and reporting of the work will be free from bias resulting from personal financial interests.

Would this financial interest **reasonably appear to be related** to your research/scholarship responsibilities?

No Yes

If you answer yes, check the box for all instances that would apply to this entity.

Would this financial interest **reasonably appear to be related** to your research/scholarship responsibilities?

No Yes

1. Listed below are the ways in which your financial interest in Company Y may **reasonably appear to be related** to your research/scholarship. Please check all that apply:

- Sponsors research at Stanford in which you are directly involved
- Has commercial interests that could reasonably be considered to have a potential influence on how you design, conduct or report your research/scholarship
- Has a reasonable possibility of benefiting financially from the results of your research/scholarship
- Makes gifts to Stanford that benefit your research/scholarship (including equipment gifts or loans)
- Makes a product that is under study in research in which you are involved
- Licenses Stanford intellectual property in which you have a financial interest
- Has a Materials Transfer Agreement, Human Tissue Agreement or Data Use Agreement (MTA/HTA/DUA) to provide materials or data used in your research or for materials provided by you to Company Y
- Sponsors or makes a product that is under study in human subjects in which you are directly or indirectly involved
- Has commercial interests that are related to your general scientific or scholarly expertise.
- None of the above

If you are named as a senior/key personnel on any grants, contracts, or subawards, you will need to provide details about how the entity could reasonably be related to the research.

▼ **Grants, Contracts, and Subawards**

2. Listed below are the grants, contracts, and subawards for which you are included in key personnel. Please check the box if the aims of any of these research projects **reasonably appear to be related** to your activities/relationship with Company Y. **Check all that apply and review or update as needed.**

No grants, contracts or subawards found.

If you are named as a researcher on any protocols, you will need to answer how the entity could reasonably be related to the research.

▼ Protocols

3. Listed below are the protocols for which you are included in key personnel. Please check the box if the aims of any of these protocols *reasonably appear to be related* to your activities/relationship with Company Y. *Check all that apply and review or update as needed.*

No protocols found.

If you have a Veterans Affairs (VA) appointment, answer “yes” in question 4, otherwise, answer “no”.

4. If you have a Veterans Affairs (VA) appointment, do you have any federally funded research through PAVIR or the VA that might reasonably appear to be related to your activities with Company Y?

No Yes

If you have PHS funding, answer “yes” and complete any missing travel reporting for the year; or if you have PHS funding, and have not traveled this year, state tis. If you do not have any PHS funding, answer “no”.

5. If you do not have PHS funding, please disregard the following section.

▼ PHS Travel Reporting

Federal Regulations for PHS-funded research states: Investigators must disclose the occurrence of any reimbursed or sponsored travel (i.e. that which is paid on behalf of the Investigator and not reimbursed to the Investigator), related to their Institutional responsibilities. The details of this must include the purpose of the trip, the identity of the sponsor/organizer, the destination, and the duration. In accordance with the Institution's FCOI policy, the Institutional official(s) will determine whether the travel constitutes an FCOI with the PHS-funded research. This disclosure does not apply to travel that is reimbursed or sponsored by a U.S. Federal, state, or local government agency, a U.S. Institution of higher education, an academic teaching hospital, a medical center, or a research institute that is affiliated with an Institution of higher education.

During 2021, if you were the recipient of any sponsored or reimbursed travel related to your PHS-funded research, paid by any entity (see exceptions above) then you must complete a [PHS Travel Report](#). This link is also at the end of your Annual disclosure and on your OPACS dashboard.

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Teaching and Education

You will be asked if the entity that you are reporting may reasonably appear to be related to your teaching and educational responsibilities. If the answer is no, click the “no” button, skip question 1 and then click the “Next” button on the lower right.

Relationship to Teaching/Education Policy

Education and guidance given to students by faculty, including the nature and direction of research or other studies, should be governed by what is in the academic interest of the student. In addition, personal financial interests should not influence the content of any educational activity or presentation at Stanford or elsewhere and any personal financial interests should be disclosed. *The School of Medicine's Stanford Industry Interaction Policy (SIIP) has additional provisions regarding industry support of education as well as participation in industry supported lectures and educational activities. [Click here to review the policy.](#)*

Would this financial interest/activity **reasonably appear to be related** to your teaching/educational responsibilities?

No Yes

1. Listed below are the ways in which your financial interest in Company X may reasonably appear to be related to your teaching/educational responsibilities. Please check all that apply:

Provides financial support for your trainees (students, graduate students, postdocs)

This excludes support from Industry Affiliates programs approved by Stanford and gifts for educational support given to your department, division, independent institute or other academic unit.

Has products (therapeutics, devices, diagnostics, etc., excluding textbooks) that are used or proposed to be used in your teaching/educational activities

Produces or markets distance learning services or materials in which you have an interest

Supports your participation as a lecturer/speaker in educational activities or on-line education programs

Other

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If the answer is yes, you will click the “yes” button and check the box for all entities that could reasonably be related to your teaching and educational responsibilities. Then click the next button in the lower right.

Would this financial interest/activity **reasonably appear to be related** to your teaching/educational responsibilities?

No Yes

1. Listed below are the ways in which your financial interest in Company X may reasonably appear to be related to your teaching/educational responsibilities. Please check all that apply:

Provides financial support for your trainees (students, graduate students, postdocs)

This excludes support from Industry Affiliates programs approved by Stanford and gifts for educational support given to your department, division, independent institute or other academic unit.

A trainee is a co-inventor of intellectual property licensed to this company


Has products (therapeutics, devices, diagnostics, etc., excluding textbooks) that are used or proposed to be used in your teaching/educational activities

Produces or markets distance learning services or materials in which you have an interest

Supports your participation as a lecturer/speaker in educational activities or on-line education programs

Other

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Administrative Duties

You will be asked if the entity that you are reporting may reasonably appear to be related to your administrative responsibilities, including procurement of goods and services, oversight of personnel who have an outside interest, or other administrative activities. If the answer is no, click the “no” button, skip questions 1, 2, and 3, then click the “Next” button on the lower right.

Relationship to Administrative Duties Policy

Stanford policy on conflicts of interest applies to administrative duties carried out on behalf of the institution.

Would this financial interest **reasonably appear to be related** to your administrative responsibilities at Stanford?

No Yes

1. Are you directly involved or in a position to influence decisions or requests to purchase goods or services from Company X?

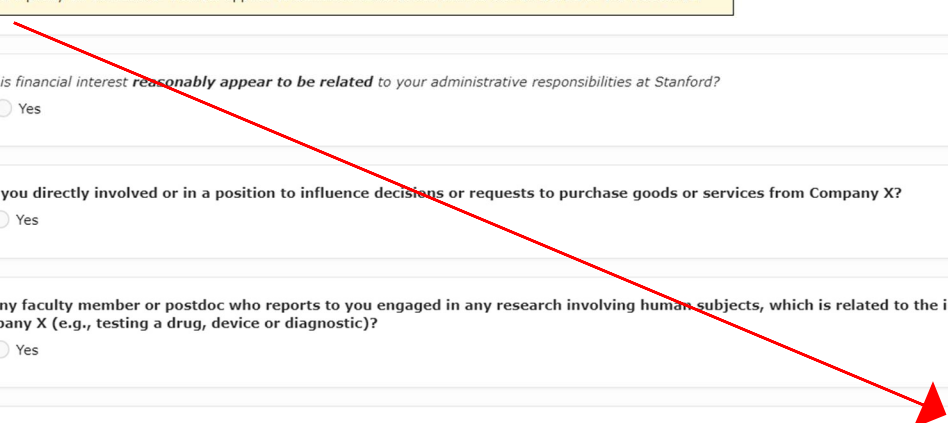
No Yes

2. Is any faculty member or postdoc who reports to you engaged in any research involving human subjects, which is related to the interests of Company X (e.g., testing a drug, device or diagnostic)?

No Yes

3. If you have another type of administrative responsibility related to Company X, please explain.

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If the answer is yes, you will click the “yes” button and answer the three questions regarding how the entity could reasonably be related to your teaching and educational responsibilities. Then click the “next” button in the lower right.

Would this financial interest *reasonably appear to be related* to your administrative responsibilities at Stanford?

No Yes

1. Are you directly involved or in a position to influence decisions or requests to purchase goods or services from Company X?

No Yes

Please explain:

Provide explanation here.


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2. Is any faculty member or postdoc who reports to you engaged in any research involving human subjects, which is related to the interests of Company X (e.g., testing a drug, device or diagnostic)?

No Yes

3. If you have another type of administrative responsibility related to Company X, please explain.

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Clinical Duties

You will be asked if the entity that you are reporting may reasonably appear to be related to your clinical duties and responsibilities. If the answer is no, click the “no” button, skip question 1, review the Stanford policies, and then click the “Next” button on the lower right.

▼ Relationship to Clinical Duties Policy

Stanford's clinical care policy recognizes that physicians have a unique opportunity to improve patient care through collaboration with industry. However these interactions must take place in an atmosphere of high integrity and transparency so that collaborations with industry can optimally benefit patients and improve human health and well-being. Accordingly, Stanford physicians are expected to fully disclose financial relationships with companies that produce, manufacture or provide medical devices, implants, pharmaceuticals, biologics, diagnostics, or other medical care related products that may be used in the care of their patients.

Would this financial interest *reasonably appear to be related* to your clinical care responsibilities?

No Yes

1. Listed below are the ways in which your financial interest in Company X may *reasonably appear to be related* to your clinical activities. Please check all that apply:

- Prescribing pharmaceuticals for FDA-approved indications
- Prescribing pharmaceuticals for non-FDA-approved indications
- Using a medical device or implant
- Referring patients to a health care facility with which you have a financial relationship
- Product evaluation
- Other

Stanford's Statement on COI in Human Subjects Research

Although conflicts of interest are common in a modern research university, they can call into question the professional objectivity and ethics of the individual, and reflect negatively on the University. Opportunities to profit from research may influence or appear to influence the choice of the direction of the research, the design and conduct of the research, objectivity of the data, or interpretation of research results. Moreover, in human research, these opportunities to profit may influence or appear to influence a researcher's judgments about care provided to human subjects, and such influences may create biases in study design, data collection and analysis, adverse event reporting, or the presentation and publication of research findings. Only in special circumstances will a compelling reason be found to allow an individual to engage in research involving human subjects despite having a financial conflict of interest.

Stanford University's Policy on Potential Conflicts of Interest when an Institutional Leader has a Financial Interest in Human Subjects Research

"Institutional leaders" are those who have direct authority over faculty appointments, salaries, promotions, and/or allocation of institutional resources, such as assignment of graduate students or other trainees, funding or space, for faculty who are conducting human subjects research. The financial interests or holdings of institutional leaders must not affect, or reasonably appear to affect, the design, conduct, reporting, review or oversight of human subjects research carried out in the Stanford unit(s) over which they have authority, or by individuals whose Stanford appointments, or whose access to Stanford resources are under their direct oversight. Any direct financial interests of an institutional leader in a company that is sponsoring human subjects research or a financial interest related to intellectual property that is the subject of human subjects research at Stanford must be disclosed to the Vice Provost of Research.

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If the answer is yes, you will click the "yes" button, check the boxes for all ways that the entity could reasonably be related to your clinical duties and responsibilities, review the two Stanford policies regarding clinical duties, then click the "next" button in the lower right.

Would this financial interest *reasonably appear to be related* to your clinical care responsibilities?

No Yes

1. Listed below are the ways in which your financial interest in Company X may *reasonably appear to be related* to your clinical activities. Please check all that apply:

- Prescribing pharmaceuticals for FDA-approved indications
- Prescribing pharmaceuticals for non-FDA-approved indications
- Using a medical device or implant
- Referring patients to a health care facility with which you have a financial relationship
- Product evaluation
- Other

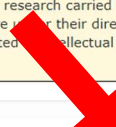
Stanford's Statement on COI in Human Subjects Research

Although conflicts of interest are common in a modern research university, they can call into question the professional objectivity and ethics of the individual, and reflect negatively on the University. Opportunities to profit from research may influence or appear to influence the choice of the direction of the research, the design and conduct of the research, objectivity of the data, or interpretation of research results. Moreover, in human research, these opportunities to profit may influence or appear to influence a researcher's judgments about care provided to human subjects, and such influences may create biases in study design, data collection and analysis, adverse event reporting, or the presentation and publication of research findings. Only in special circumstances will a compelling reason be found to allow an individual to engage in research involving human subjects despite having a financial conflict of interest.

Stanford University's Policy on Potential Conflicts of Interest when an Institutional Leader has a Financial Interest in h

"Institutional leaders" are those who have direct authority over faculty appointments, salaries, promotions, and/or allocation of institutional resources, such as assignment of graduate students or other trainees, funding or space, for faculty who are conducting human subjects research. The financial interests or holdings of institutional leaders must not affect, or reasonably appear to affect, the design, conduct, reporting, review or oversight of human subjects research carried out in the Stanford unit(s) over which they have authority, or by individuals whose Stanford appointments, or whose access to Stanford resources are under their direct oversight. Any direct financial interests of an institutional leader in a company that is sponsoring human subjects research or a financial interest related to intellectual property that is the subject of human subjects research at Stanford must be disclosed to the Vice Provost of Research.

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When you have successfully completed the entry for the entity that you were disclosing, you will get the following notification.

Ronda Anderson Log Out

Updated Company Y. Update another company or click "Next". The progress bar must show "complete" for all ACTIVE entities before submitting

Add Another Entity or Modify Another Existing Entity

You may now enter another entity or modify an existing entity for additional outside professional activities. Repeat the steps above, as needed. When your entities are complete and up to date, click the red "Next Step: Review & Submit" button above the entity table, or in the upper right of the screen to the certification step.

Company Selection

Next Step: Review & Submit

Transaction Details

Title: Annual OPACS Disclosure
Source/ID: Annual-2022
Investigator Name: Anderson, Ronda

Company/Organization Selection

Please add, remove, or edit entities in which you have an interest/activity. [?](#)

[Example: Financial Interests to Disclose](#)

Once all relationships have been updated, click the button "Next Step: Review & Submit"

Relationships

Display: Show All

Next Step: Review & Submit

| Company/Organization | Last Updated | Status | Progress | Management Plan(s) | | |
|----------------------|--------------|----------|----------|--------------------|------------------------|----------------------------|
| ABC company | 21-MAY-2023 | INACTIVE | | N/A | Update | |
| Apple | 21-MAY-2023 | ACTIVE | Complete | N/A | Update | Inactivate |
| Entity Name | 21-MAY-2023 | INACTIVE | | N/A | Update | |
| RA Test 2 | 21-MAY-2023 | INACTIVE | | N/A | Update | |
| Test B | 21-MAY-2023 | INACTIVE | | N/A | Update | |

Add New Entity

Certification – Final Step

Once you have completed the 2022 Annual Disclosure, review the certification statement and click the red "Certify" button on the lower left.

Choose "Save Without Certifying" if you would like to save your progress without certifying. You can provide additional information by starting the disclosure again and updating the information as needed.

If you would like to review/print your disclosure, please click the "Review/Print Disclosure" button. You can also view your disclosure online at any time.

Transaction Details

Title: Annual OPACS Disclosure
Source/ID: Annual-2022
Investigator Name: Anderson, Ronda

Certification

I agree to abide by Stanford University's Faculty Policy on Conflict of Commitment and Interest. In submitting this form, I certify that the information provided is true to the best of my knowledge. I supply this information for confidential review by Stanford University, and for such other limited purposes as are required by law, regulation, policy or contract. I understand that information may need to be disclosed to outside entities as required. I do not authorize release of any of it for any other purpose. I understand and agree that if new financial interests arise that reasonably appear to be related to my institutional responsibilities, or if changes occur in those previously disclosed, I must promptly disclose this information in OPACS. I also understand and agree that if a situation arises that raises questions of conflict of commitment, I must promptly disclose the situation to my department chair or school dean. In submitting this form, I also certify that I have read and understand the relevant University Conflicts of Interest policies in compliance with applicable US Federal regulations such as NIH/PHS regulations. Please review your OPACS disclosure. Once you click Certify, your form will be sent to a [COI Manager](#) for evaluation.

Certify

Save Without Certifying

Review / Print Disclosure

For questions, please submit a [HelpSU](#) ticket.