

Voice Study Centre: Conflict of Interest Policy

1. Purpose:

- This policy aims to ensure that the Voice Study Centre maintains the highest standards of integrity and objectivity in its research and activities.
- It establishes guidelines for identifying, disclosing, and managing potential conflicts of interest.

2. Definition of Conflict of Interest:

- A conflict of interest arises when an individual's personal, financial, or professional interests could potentially compromise or appear to compromise their impartiality in conducting research, making decisions, or fulfilling their responsibilities at the Voice Study Centre.
- This includes, but is not limited to:
 - Financial interests (e.g., ownership, investments, consulting fees).
 - Personal relationships (e.g., family, close friends).
 - Professional affiliations (e.g., board memberships, advisory roles).
 - Intellectual property rights.

3. Disclosure Requirements:

- All researchers, staff, and members of the Voice Study Centre are required to disclose any potential conflicts of interest.
- Disclosure must be made:
 - Upon commencement of employment or affiliation.
 - Prior to engaging in any research activity.
 - Whenever a new potential conflict arises.
- Disclosures must be made using the Voice Study Centre's Financial Disclosure Form.

4. Management of Conflicts of Interest:

- The Voice Study Centre's Research Governance Committee will review all disclosed conflicts of interest.
- The committee will determine appropriate actions, which may include:
 - Requiring recusal from decision-making.
 - Modifying research protocols.
 - Public disclosure of the conflict.
 - Divestment of financial interests.
- The committee's decisions will be documented and communicated to the individual involved.

5. Confidentiality:

- All disclosures of conflicts of interest will be treated with confidentiality, except where disclosure is required by law or necessary to protect the integrity of the Voice Study Centre.

6. Non-Compliance:

- Failure to disclose a conflict of interest or to comply with the committee's decisions may result in disciplinary action.