

MEMBER CONFLICTS AND CONFIDENTIALITY

The UMKC Institutional Animal Care and Use Committee (IACUC) is obligated to provide policies that notify and train personnel concerning the appropriate techniques, equipment, and agents for performing appropriate procedures to ensure humane care and use of laboratory animals.

Policy:

For committee members and program consultants to adequately evaluate the humane and ethical use of vertebrate animals in the University's research and teaching/training programs requires an environment of free and open exchange of information.

The committee members may be exposed, either verbally, visually, or in writing, to material, data, discoveries, ideas, and other information, which may be considered Proprietary, Confidential, or Privileged. This policy establishes a mechanism by which IACUC members and any non-member granted access to IACUC review related materials are duly responsible for legally protecting the University's faculty and business research and teaching/training interests.

Purpose:

To protect the integrity of the institution and its researchers, IACUC members must not: a) Disclose confidential or proprietary information (protocol or investigator specific information) to any non-IACUC member or, b) discuss or disclose any details of IACUC business (e.g., protocol reviews, non-compliance discussion, subcommittee investigations or reviews, etc.) to third parties without the consent of the IACUC Chair/designee.

Procedure:

- IACUC members and any non-member granted access to IACUC review related materials are required to comply with this policy which provides the University's principles on confidentiality and matters of member conflicts.

Applicant's Responsibility:

- If an applicant submitting a protocol believes that an IACUC member has a potential conflict, the applicant may request that the member be excluded from the review of the protocol.
- The request must be in writing and may be sent via e-mail to the IACUC Office at the time of submission or within 5 business days after the date of submission.
- The request must contain evidence that substantiates the claim that a potential conflict exists with the IACUC member(s) in question.

IACUC Office Action:

- The Chair or Vice-Chair will determine if a conflict exists that would preclude a member from participating in the review and discussion of an application.
- The Chair or Vice-Chair may request for input from other IACUC members or call for the IACUC to investigate the applicant's claim of the potential conflict.
- The applicant and the conflicted IACUC member will be notified in writing of the determination.

If it is determined that the potential for a conflict exists, the conflicted IACUC member will be excused from the IACUC review, discussion, and voting. The application will not be distributed to the conflicted member.

OR

If it is determined that the potential for a conflict does not exist, the IACUC member to which the concern is focused will be allowed to participate and contribute to the committee discussion on the protocol and vote. The application will be distributed to the member. This determination will be conveyed to the applicant prior to distributing the protocol to members of the IACUC.

Appeals:

Appeals may be brought to the attention of the Institutional Official.

Applicable To:

All individuals involved in the care or use of animals owned by the UMKC.

Revisions to the Policy:

This policy is intended to be flexible and readily adaptable to changes in regulatory requirements. It will be changed as experience shows that a certain approach is not effective or suggests a better alternative. The UMKC IACUC has the authority to amend this policy.