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# Psych Hub Policy and Procedure Concerning Potential Conflicts of Interest

Psych Hub is committed to the identification and resolution of potential conflicts of interest in the planning, promotion, delivery, and evaluation of continuing education. Potential conflicts of interest occur when an individual assumes a professional role in the planning, promotion, delivery, or evaluation of continuing education where personal, professional, legal, financial, or other interests could reasonably be expected to impair his or her objectivity, competence, or effectiveness.

## Potential Conflicts of Interest in the Planning of Continuing Education

Psych Hub leadership is responsible to identify, declare, and resolve any potential conflict of interest Psych Hub may have in offering any specific program of continuing education. In the event of a potential conflict of interest, Psych Hub leadership will assume responsibility to resolve the potential conflict through consultation with the continuing education committee and legal representation.

Psych Hub requires that professionals participating in the planning of continuing education identify any potential conflict of interest they may have in the review, selection, development, delivery, or evaluation of that program and disclose the conflict or recuse themselves from any decision-making concerning that program. In the event of a potential conflict of interest, Psych Hub leadership will ensure that the individual recuses themselves from the planning process.

## Potential Conflicts of Interest in the Promotion of Continuing Education

When preparing promotional material for continuing education, Psych Hub includes information concerning any financial support, including in-kind support, provided by another party. Psych Hub also informs potential participants of any potential conflicts of interest of an instructor. If there is no financial support or any potential conflict of interest or commercial support, Psych Hub will ensure that is clearly stated in the promotional material. If information about financial support or any potential conflict of interest is not included in the promotional material prepared for continuing education, Psych Hub will clearly indicate how a potential participant can secure that information.

## Potential Conflicts of Interest in the Delivery of Continuing Education

Psych Hub requires that there is a process to clearly describe any financial support for a continuing education program at the time the continuing education program begins. Any other relationship that could be reasonably construed as a conflict of interest will also be disclosed. If there is no financial support or potential conflict of interest, Psych Hub will ensure there is a process (e.g., a designated individual or a slide at the start of the presentation, documentation in materials) to clearly state any potential conflicts at the time the continuing education program begins.