### COI REVIEW PROCESS MAP

#### AIR/COI Automated System

- Investors submit COI Disclosure through AIR when prompted by RAMSeS or IRBIS.
- System automatically evaluates disclosures.
- Disclosures triaged:
  1. IRB disclosure assigned to staff's queue for review.
  2. RAMSeS disclosure assessed: Some places in queue for review, others placed in "hold" bucket pending funding.

#### School/Units

- Potential COI indicated?
- Automatically generated no conflict by AIR system.
- NO - 96% of all disclosures.
- END

#### COI Program

- NO - 96% of all disclosures.
- END

- YES - 4% of all disclosures.
- Staff review disclosure.
- Significant COI exists?
  - ~60%
  - ~40%

- Staff may query investigator, tech., transfer, etc. on information disclosure.
- COI staff reviews with COI Officer.
- No conflict/Acknowledged/Transparency COI finalization letters sent to investigators.
- END

- 1) Staff send Case Summary to COI Committee Chair or Designated Reviewer. Either one can request full committee review after their initial analysis.
  2) Staff/COI Officer determine case needs full committee review based on investigators’ financial interest or risk of study.

- Determination from expedited review, confirmation of management.
- Determination from COI Committee, including management.

- Reviewers may ask staff to gather additional information including questions to investigator, tech., transfer, IRB application.

- Staff create draft COI Finalization letter, Disclosure text for IRB.
- If new conflict, staff obtain signed management plan for investigator.
- Send COI Finalization email (system reflects results); Letter visible to IRB.
- Full COI Committee review.
- Designated review by Dean/Director.
- COI Committee Chair review.
- COI Officer reviews and confirms draft COI Finalization letter which includes determination and study specific management.

- ~99% (Designated or chair review)
- ~1% (Designated or chair review)

- SOM meet monthly; CAS meets monthly during academic; others 1x semester.

- ~1% are passed on to full committee review by chair.

- Staff create draft COI Finalization letter, Disclosure text for IRB.
- Send COI Finalization email (system reflects results); Letter visible to IRB.

- Close

- END