

# Office of Industry Engagement and Conflicts of Interest

## ATTESTATION OF COMPLIANCE WITH INSTITUTIONAL POLICIES FOR RELATIONSHIP WITH OUTSIDE ENTITIES

<b>Name:</b>		<b>Department/Division:</b>	
<b>Name of Entity:</b>			
<b>Entity Type:</b>	<input type="checkbox"/> Commercial <i>If Commercial:</i> <input type="checkbox"/> Private <input type="checkbox"/> Public <input type="checkbox"/> Foundation <input type="checkbox"/> Government <input type="checkbox"/> Other:		
<b>Agreement Type:</b>	<input type="checkbox"/> Consulting <input type="checkbox"/> Master Services Agreement <input type="checkbox"/> Other:		
<b>Proposed Role(s):</b> Check all that apply	<input type="checkbox"/> Consultant <input type="checkbox"/> Scientific Advisory Board Member <input type="checkbox"/> Non-CME Education <input type="checkbox"/> Global PI <input type="checkbox"/> Other:		
<b>Time Commitment (days per year):</b>		<b>Term of Agreement (start/end dates):</b>	

### I Faculty Member Attestation

I have read and understand the relevant policies posted in the [Faculty Handbook](#), including the [Policies on Interactions with Vendors and Other Commercial Entities, Speaking Engagements, Mount Sinai Name Usage](#), and [the Intellectual Property Policy](#), and attest that I am in compliance with requirements for participation in outside paid engagements, including but not limited to:

- The maximum time I can spend on this and other outside activities cannot, in the aggregate, exceed 52 days/year.
- My outside professional activities cannot take precedence over or conflict with any of my responsibilities as an ISMMS faculty member.
- Except for use of Mount Sinai's library resources and the *de minimis* use of my office and personal computer, my proposed activity may not involve incidental use of Mount Sinai resources, including but not limited to, facilities, supplies, and equipment.
- My proposed activity may not involve any Mount Sinai students, employees, post-doctoral trainees, or any Mount Sinai personnel.
- Any intellectual property that I develop in my proposed role shall be disclosed to Mount Sinai Innovation Partners (MSIP), as required by Mount Sinai's Policies on Intellectual Property.
- I am not permitted to practice medicine or engage in original research on behalf of the company (or outside entity) as part of this activity.
- I cannot endorse the use of company products/services or engage in activities that are marketing or promotional in nature as part of this activity. I also understand I am not permitted to use the Mount Sinai name and logo unless prior written approval has been obtained from both the Office of Industry Engagement and Conflicts of Interest and the Marketing Department.
- If my agreement includes education/speaking, I must retain full control of the content of my presentations, will prepare my own materials, and will not use company-prepared slide decks.
- My compensation for this activity is fair market value, i.e., the payment is reasonable in relation to the services I provide and consistent with compensation received by others with similar expertise for a similar work effort.
- I acknowledge that if this agreement is related to an outside professional relationship expressly prohibited by the faculty handbook (Board of Director Position, C-suite position, or Employment position), additional approvals will be sought for a Dean's exception.
- If this proposed activity is approved, I will disclose it on my [Annual Report of Outside Relationships](#) via [Sinai Central](#)

Faculty's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### II Department Chair Attestation\*

I have reviewed the proposed activity and am aware of the scope of work in which the faculty member is engaged. I confirm the activity does not represent a conflict of commitment, and approve for the faculty member to proceed with the proposed activity.

Chair's Printed Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### III (For The Office of Industry Engagement & Conflicts of Interest Use Only)

The proposed activity has been reviewed and cleared by the Office of Industry Engagement and Conflicts of Interest.

Administrative Review     Date: \_\_\_\_\_

Reviewed by the Business Conflicts of Interest Working Group     Date: \_\_\_\_\_

\*Proposed agreements submitted by Chairs, Institute Directors, and/or Deans, a Dean's attestation and signature is required in lieu of the Department Chair Questions? Contact our Helpline at Ext. 40845 or (212) 241-0845 ● Email completed form to David Atteratta ([David.Atteratta@mssm.edu](mailto:David.Atteratta@mssm.edu))