



Conflict of Interest Software (COI)

Integrated Software Solutions

As part of Key Solutions' Integrated Software, the conflict of interest eCOI system automates the entire Conflict of Interest annual disclosure process; saving time, eliminating errors, reducing compliance risks, and assuring that faculty, staff, and employees meet all ethical and regulatory standards regarding the disclosure of potential conflicting interests and commitments.

COI	Features
eCOI software system allows for a streamlined online process of disclosure development, submission, routing, tracking and review, approval, agenda, reports and audit trails. eCOI module helps maintain high ethical standards and achieve proper regulatory compliance.	<ul style="list-style-type: none"> • Web-Based System • Configurable Workflow • Smart Forms Management • Online Annual Disclosure Submission • Supports all types of review • Amendments, Renewal • Paperless Review Process • Generating Meeting Agenda • Documenting Meeting Minutes • Standard and Ad-hoc Reports • Management Plan • Complete Audit Trails

Key Solutions' suite of Institution Compliance solutions are based on open architecture that easily integrates with other systems. Dynamically configurable forms and workflow management tools allow flexibility in automating the entire research process.

Key Benefits

- * Feature Rich & User Friendly
- * Paperless Automation
- * Simplifies Complex Processes
- * Reduces Risk and Ensures Regulatory Compliance
- * Automated Alerts and Email Reminders
- * Configurable Smart Forms
- * Integration with 3rd party software systems
- * Extensive Reporting Capabilities
- * Accommodates Other Committee Inquiries

With increasing complexities in today's environment, Institutes are finding it more and more difficult to oversee the conflict of interest annual disclosure using conventional conflict management processes.

The eCOI software system facilitates the management of annual disclosures, amendments and renewals in an electronic format - from creating online and submitting disclosures to the review and approval process.

The system provides a central repository for all institutional data, increasing efficiency and reducing errors while fostering a institution-wide compliant environment.

eCOI software module simplifies complex processes, reduces administrative costs, and delivers the information technology solutions necessary to ensure compliance with regulations and policies.

Why Key Solutions?

Founded in Silicon Valley, Key Solutions provides comprehensive software for research institutions throughout the world.

Key Solutions' 360° approach to research compliance and administration software allows entire research operations to be streamlined.

Key Solutions' web-based research platform delivers solutions for:

Research Compliance

IRB • IBC • IACUC
COI • RSC • SCRO
PAM • R&D • CSC

Lab Animal Management

LARS • LAHS • IACUC

Institutional Administration

Pre-Award • Post-Award • S2S
Sub-Award • SPA
COI • MTA

Services

- * Implementation *
- * Testing and Validation *
- * Maintenance and Support *
- * Third Party Integration *
- * Project Management *
- * Data Migration *
- * Training *

The eCOI module dashboard display shows the real time status of all disclosures. Users can fill out COI disclosures form and submit online with the click of a button.

The eCOI checklist is configurable to address the unique needs of institutions and its personnel. The smart forms guide users through the questions based on the answers they provide in previous questions.

COI Checklist*

Select All That Apply:

- Do you or a member of your family have a Significant Financial Interest in an entity that conducts or seeks to conduct business with the Health Science Center?
- Do you or a member of your family have stock or stock options that represent more than 5% of the total equity of any business that conducts or seeks to conduct business with the Health Science Center?
- Do you or a member of your family serve as a director, trustee, officer, or other key employee for a corporation, partnership, business, or other entity that conducts or seeks to conduct business with the Health Science Center?
- Do you or a member of your family have rights to intellectual property (including patents, copyrights, trademarks) licensed to and/or owned by an outside entity? (Do not include intellectual property owned and managed by the Health Science Center.)
- Do you or a member of your family receive royalties from rights in intellectual property that have an aggregate value of \$10,000 or more? (Do not include intellectual property owned and managed by the Health Science Center.)
- Are Health Science Center students, staff, or faculty members who you directly advise or supervise involved in business activities in which you have a Significant Financial Interest? If yes, name the individual, the outside entity, and the individual's role with the entity.
- Do you hold a VA appointment?
- Compensation Yes No
- Are you engaged in research involving human subjects?

Additional Disclosure

Complete the following only if you are authorized to execute contracts on behalf of the Health Science Center or if you make a final decision (exercise discretion) with regard to the award of contracts or other financial transactions—typically these are individuals with project ids (accounts) in their name and academic administrators. These questions request additional information required by The KSI System financial disclosure policies. In addition, your response to these questions acknowledges that you have read the Standards of Conduct provided by Section 572.051, Government Code, and the Conflict of Interest policy under Regents' Rules and Regulations, Series 30104 and that you understand that it is your responsibility to comply with the Standards of Conduct, the Regents' Rules and Regulations and any other applicable state law, rule or policy governing conflicts of interest.

- List each nonprofit corporation/organization in which you or your family served as a member of the governing board, including a trustee or advisory director, or served as an officer.

Nonprofit Corporation		
Name	Name of Nonprofit Organization	Office or Position Held
<input type="checkbox"/> Test	USC	
- Identify any person or entity that has given a gift of anything of value in the preceding calendar year that exceeds \$250 in value to you or your family. Do not include gifts received from:

Receiving Gift		
Name	Brief Description of Gift	Donor of Gift
<input type="checkbox"/> Test		USC
- To the best of your knowledge, do any of the entities or donors identified in 1 or 2 above have any business relationship with the KSI System or any of its institutions? Yes No

If yes, describe below
Yes

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