



GMDC

Conflict of Interest Policy (Site Visitors)

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I. Who Should Read This Policy?

1. Grenada Medical and Dental Council (GMDC) Site Visitors
2. Members of the Governing Body of GMDC
3. GMDC Accreditation Secretariat
4. Related Regulatory Bodies/Organizations

II. Rationale

GMDC's accreditation process draws site visitors of extensive experience to participate on site visit teams or have memberships on the Advisory Committee. These roles potentially can conflict with personal or employment interests, which could result in real or perceived biases in accreditation decisions. Therefore, in this policy, GMDC insists on maintaining integrity in the execution of all its duties. All site visitors must disclose any known conflict of interest, to mitigate against real or perceived biases, unknown direct/indirect relationships, and any other factor that may call into question the impartiality, objectivity, and/or professionalism of the site visitors of the GMDC.

III. Policy Statement

Essential to the proper conduct of the accreditation process and evaluation of quality assurance is adherence to the principles of honesty, integrity and impartiality by Site Visitors invited to participate in reviews and evaluations on behalf of the Grenada Medical and Dental Council ("GMDC").

No individual will participate in a site visit or any other review of a medical education programme if the programme meets any of the following criteria:

- A programme with which the individual or an immediate family member has been connected as a student, graduate, faculty member, administrative officer, employee (including employee of a related entity), or contracted agent within the past 5 years, or as a consultant within the past 8 years.
- A programme with which the individual or an immediate family member has any financial, political, professional or other interest that may pose conflict with the interests of GMDC.
- A programme in which the individual believes that there may be a conflict due to other circumstances, such as participation in accreditation or consultative review of the programme for other agencies, close personal relationships with individuals at the programme, etc.



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- A programme for which the programme has reason to believe and can document to the satisfaction of the GMDC Secretariat, that the participation of the individual could be unfairly prejudicial.

IV. Standards of Conduct

Furthermore, Site Visitors are expected to adhere to the following standards of conduct with respect to GMDC official actions and activities:

1. Upon their appointment to a GMDC site visit team, Site Visitors shall disclose in writing to the Executive Director any direct or indirect personal interest in a medical school that is accredited or has indicated an intent to apply to become accredited by GMDC. The site visit team members must also avoid conflict of interest when serving, as described in this policy and must disclose conflicts (or perceived conflicts) as they arise and before every site visit.
2. The Executive Director will process each disclosure. Along with the Accreditation Secretariat team, each case will be thoroughly assessed for actual or perceived conflict of interest that can impact the accreditation review or create biases in either direction, from participation in the review.
3. Site Visitors found to have a conflict of interest shall not participate in site visits.
4. Site Visitors shall not solicit or accept, for themselves or any other person, gifts, gratuities, entertainment, loans, or other consideration from individuals that own, operate or are otherwise associated or affiliated with schools that have programme which are accredited by or have applied to become accredited by GMDC.
5. A GMDC Site Visitor will not act as a consultant on GMDC accreditation matters to a school the individual has visited as a GMDC Site Visitor within the past eight years without approval from the GMDC Secretariat.
6. Site Visitors shall participate fully in the evaluation process and conduct themselves in meetings and activities in a manner consistent with their best, impartial and unfettered judgment in furtherance of GMDC's purposes, without regard for the potential impact of the decisions on their own professional and financial interests or those of their friends, family members or colleagues.
7. In all of their activities on behalf of GMDC, Site Visitors shall conduct themselves professionally, impartially and courteously.



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8. Failure to disclose a conflict of interest or to recuse when a known conflict exists is deemed unprofessional and unacceptable. Site Visitors found guilty of such an act will be separated immediately from GMDC.



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GMDC Acknowledgement and Conflict of Interest Disclosure

I have read the GMDC Conflict of Interest Policy set forth above and agree to comply fully with its terms and conditions, always during my service as a Site Visitor. If at any time following the submission of this form, I become aware of any actual or potential conflict of interest, or if the information provided below becomes inaccurate or incomplete, I will promptly notify GMDC in writing.

Disclosure of Actual or Potential Conflict of Interest:

Printed Name: _____

Date: _____

Professional/Position Title: _____

Organization/Affiliation: _____

Signature: _____



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V. Related Documents

- Conflict of Interest Policy (Governing Body)