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**Program Planner Relationship Disclosure Form**

In compliance with American Speech-Language-Hearing Association’s Continuing Education Board’s Requirements, the Oregon Speech-Language & Hearing Association (OSHA) requires program planners and instructional personnel to disclose information regarding any relevant financial and non-financial relationships related to course content prior to and during course planning.

Based on the information provided, OSHA will engage the program planner/instructional personnel in a guided interview process that seeks to understand how the relevant financial or nonfinancial relationship may influence the content of the course.

*\*A separate disclosure form is required for each presenter\**

**Presenter Name**:

**Presentation Title**:

To comply with the Health Insurance Portability and Accountability Act (HIPAA), we ask that all program planners and instructional personnel insure the privacy of their patients/clients by refraining from using names, photographs, or other patient/client identifiers in course materials without the patient’s/client’s knowledge and written authorization.

**I will comply with this policy:** YES / NO

*\*Please complete all three pages before signing\**

I attest that the information in this disclosure is accurate at the time of completion and I agree to notify OSHA of any changes to this information between now and the presentation. *Typing your legal name serves as your electronic signature.*

**Signature**:

**Date**:

**FINANCIAL RELATIONSHIP DISCLOSURE FORM**

*Relevant financial relationships*are those relationships in which the individual benefits by receiving a salary, royalty, intellectual property rights, gift, speaking fee, consulting fee, honoraria, ownership interest (e.g., stocks, stock options, or other ownership interest, excluding diversified mutual funds), or other financial benefit. Financial relationships can also include “contracted research” where the institution gets the grant and manages the funds and the individual is the principal or named investigator on the grant.

Financial relationships are relevant if they could influence the information presented and could be *perceived* as a potential conflict of interest by learners.

**Do you have relevant financial relationships to disclose**? YES / NO

**If yes**, indicate all that apply, and briefly describe the financial relationship:

Paid Employment (full or part-time employees):

Speaker Fee:

Paid Consultant:

Royalty Recipient:

Grant Funds:

Patent Holder:

Ownership Interest (stocks, stock options, other ownership interests):

Paid Formal Advisor (review panels, scientific boards, paid board membership):

Intellectual Property Rights:

Gift:

In-Kind Services:

Other:

**NON-FINANCIAL RELATIONSHIPS**

*Relevant non-financial relationships*are those relationships that might bias an individual including any personal, professional, political, institutional, religious, or other relationship. May also include personal interest or cultural bias.

Non-financial relationships are relevant if they could influence the information presented and could be *perceived* as a potential conflict of interest by learners.

**Do you have relevant non-financial relationships to disclose**? YES / NO

**If yes**, indicate all that apply, and briefly describe the non-financial relationship:

Personal Relationship (*you have a personal friendship with someone in the company whose products are discussed in the course; you have a family member or friend with a disorder that will be talked about in the course*):

Professional (*you are a member of an association or group that is talked about or referenced in the course; you have a professional bias about a way to deliver a particular service*):

Political (*you have a political bias about a topic (e.g., health care reform) and your bias is toward supporting a particular party's position on this issue*):

Institutional (*you are affiliated with an institution or organization (e.g., serve on a committee or board of that organization); you are a member of that organization or give money to its causes*):

Religious (*you have a bias based on religious tenets (e.g., a bias toward service delivery at end of life based on religious beliefs)*):

Unpaid Volunteer (*you are a member of a board, panel, committee, advisory council, review panel, committee membership, membership on advisory committee, review panel*):

Other: