

Grand Valley State University Institutional Review Board (IRB)	
Title: <i>IRB Member Conflict of Interest</i>	
Section: 140.	This policy and procedure supersedes those previously drafted
Approved by HRRC: 04/12/2011 Revised: 09/10/2013 Revised: 10/28/2014 Revised by IRBPPC: 10/04/2024	Approved by IO: 5/12/2011 Revisions approved by IO: 09/10/2013 Revisions approved by IO: 3/13/2020 Revisions approved by IO: 10/25/2024
Effective Date: 10/25/2024	
Related documents: <i>IRB Policy 020: Conducting IRB Meetings</i> <i>OP-4: GVSU Policy on Conflict of Interest</i>	

**Policy**

IRB member conflicts of interest that could affect the rights and welfare of study participants must be avoided. Members of the IRB who have a conflict of interest based on the definition below, may not serve as a reviewer on proposals in which that conflict exists, nor may they participate in the discussion or IRB vote on such proposals.

**Definition**

*Conflicting Interest.* A conflicting interest includes any of the following:

1. Participating in or supervising the research project,
2. Holding a financial interest of \$5,000 or more in the project or project sponsor,
3. Having a personal or fiduciary relationship to the project or its principal key personnel, or
4. Otherwise being involved in a way that gives rise to a conflict of interest or the appearance of a conflict of interest.

**Procedures**

1. An IRB member recognizing they have or may appear to have a conflict of interest must disclose that awareness to the IRB Chair and recuse themselves from reviewing any affected research protocol proposal under exempt, expedited, or full board review procedures.
2. Any member having a conflicting interest in a protocol scheduled to be reviewed during a convened meeting may answer the board’s questions about the protocol or about their conflicting interest, but then must leave the room prior to discussion and voting on the protocol. A member who leaves the room for any reason will not be counted in the quorum for any vote that takes place while the member is out of the room.
3. Any member having a conflicting interest in a protocol reviewed under exempt or expedited review procedures must notify the Office of Research Compliance and Integrity upon receiving that review assignment and recuse himself or herself from the review.