

**CANADIAN  
COLLEGE OF  
PHYSICISTS IN  
MEDICINE**



**LE COLLÈGE  
CANADIEN  
DES PHYSICIENS  
EN MÉDECINE**

### **CCPM Conflict of Interest Guidelines**

The aim of the COI guidelines is to protect the candidate, examiner and the College against potential negative perceptions during the membership or fellowship examination process. It is not a presumption that an individual will behave inappropriately.

Examiners have a duty to disclose a conflict of interest to the Chief Examiner or delegate.

Conflicts of interest for examiners should be declared if an examiner:

- Was a classmate or instructor of the candidate within the past 5 years.
- Has worked, studied, supervised, been supervised by or mentored the candidate in the same department within the last 5 years.
- Has a financial relationship of any kind with the candidate (provided or been provided funds or gifts, including meals, in the past 5 years).
- Has a business relationship (past or present), such as partner in a small business or employment, with the candidate.
- Is in negotiation or a current candidate for a position at the candidate's current department OR a member of a department where the candidate is in negotiation or a current candidate for a position.
- Has collaborated on published work or patent application within the last 5 years.
- Has a close personal or professional relationship (e.g. shared board or committee membership); or any family relationship with the candidate.
- Has a personal relationship of enmity with the candidate.
- Has an existing or a previous emotional relationship of de facto, are co-residents or members of a common household.
- Has a legal relationship with the candidate, including: marriage, common-law relationship, legally family (e.g. step-sister, father-in-law), legal dependency, guardianship, power of attorney.
- Is in a social relationship with the candidate, such as co-Trustees of a Will, god-parent, and misc. personal contacts which may give rise to the perception that the examiner may be dealing with the candidate in a less than objective manner.
- Has examined the candidate in a previous examination attempt.

- Has any reason to believe they cannot impartially, fairly and objectively evaluate a candidate.

Conflict of interest between other parties involved in the examinations (between examiners, volunteers, the host site, the corporation etc.) that would affect the impartiality and objectivity of the examination or the examination process must also be declared.

If an exam candidate believes a conflict of interest exists with an examiner outside of the above guidelines, they should declare that conflict of interest to the Chief Examiner either before the exam or during the exam to the Chief Examiner. However, no list of examiners will be provided in advance. The Chief Examiner will review the allegation with the chair of the exam committee. Such allegations not reported before or during the exam session will not constitute grounds for review of the exam at a later time.

The existence of a conflict of interest does not automatically preclude a person from acting as an examiner. When considering an examiner, the Chief Examiner looks at the nature and severity of any conflict(s) of interest. The Chief Examiner will make every attempt to avoid or accommodate each conflict of interest to maintain the integrity, impartiality and confidentiality of the examination. No one examiner has the ability to pass or fail a candidate.