

	SOP: Conflicting Interest of IRB Members	
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1 PURPOSE

- 1.1 This SOP establishes the process to identify and manage Conflicting Interest, financial or otherwise, of IRB members.
- 1.2 The process begins when an IRB member is asked to review any research submission through:
 - 1.2.1 Convened Meetings
 - 1.2.2 Expedited Procedures
 - 1.2.3 Reportable New Information Process including unanticipated problems involving risk to participants or others and noncompliance with the regulations or laws or the requirements of the IRB.
- 1.3 The process ends when an IRB member has either identified a Conflicting Interest and notified IRB/HRPP staff, or when an IRB member has determined that he or she does not have a Conflicting Interest.

2 REVISIONS FROM PREVIOUS VERSION

- 2.1 Revised from the 5/1/2022 version.

3 SOP Statement

- 3.1 IRB members are responsible for knowing the definition of Conflicting Interest and disclosing when they have a Conflicting Interest.
- 3.2 Conflict of interest of an IRB member occurs when an IRB member's financial interest meets the definitions in Texas A&M University System Regulation [15.01.03 - Financial Conflicts of Interest in Sponsored Research \(tamus.edu\)](#) and University Rule [15.01.03.MI - Financial Conflicts of Interest in Sponsored Research](#).
- 3.3 IRB Members are to disclose to the IRB/HRPP when the IRB member or their immediate family have a financial interest in the sponsor, product, or service being tested or are involved in the design, conduct, or reporting of the research.

4 RESPONSIBILITIES

- 4.1 IRB members (regular and alternate) follow these procedures.

5 PROCEDURE

- 5.1 Before reviewing research, IRB members are to determine whether they have a Conflicting Interest with the research.
- 5.2 If an IRB member has a Conflicting Interest in connection with a review outside a meeting (e.g., the expedited procedure), he or she is to notify the IRB/HRPP staff and return all materials so the submission can be re-assigned.
- 5.3 If an IRB member has a Conflicting Interest in connection with a review of a submission for which he or she has been assigned as a primary or scientific reviewer, he or she is to notify the IRB/HRPP staff so the submission can be re-assigned.
- 5.4 If an IRB member has a Conflicting Interest in connection with a review of research at a meeting, he or she is to notify the meeting chair, stay in the meeting room only to answer questions about the research, and to leave the meeting room for discussion and voting regarding that research.
 - 5.4.1 IRB/HRPP staff will record in the meeting minutes the name of the IRB member leaving the room because of a conflict of interest.
 - 5.4.2 The IRB member with a conflict of interest will not count towards quorum.



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6 MATERIALS

- 6.1 Texas A&M University System Regulation 15.01.03 Financial Conflicts of Interest in Sponsored Research
- 6.2 University Rule 15.01.03.M1 Financial Conflicts of Interest in Sponsored Research

7 REFERENCES

- 7.1 21 CFR §56.107(e).
- 7.2 45 CFR §46.107(d).
- 7.3 AAHRPP I-9, II.1.D.