

AMERICAN ACADEMY OF CHILD & ADOLESCENT PSYCHIATRY

W W W . A A C A P . O R G

AACAP Disclosure of Relationships Form

The American Academy of Child and Adolescent Psychiatry (AACAP) is committed to transparency at every level. One part of that transparency is disclosure of relationships for all AACAP members involved in leadership roles and other key positions. Decisions by AACAP leaders on behalf of AACAP have far-reaching significance and consequences. Relationships with external entities may result in real or perceived conflicts of interest that impact an individual's opinion, and full disclosure is necessary to maintain the integrity of AACAP activities.

To identify and mitigate potential conflicts of interest, AACAP requires all individuals in leadership roles and other key positions to disclose relationships on an annual basis or when new relationships arise. Leadership roles and other key positions are defined as individual members elected to national leadership, appointed to a formal leadership group, or an Assembly delegate.

There are four parts to the disclosure form that all AACAP leaders must complete.

- Part 1: Disclosure of all financial relationships with ACCME-defined ineligible companies, defined as organizations whose primary business is producing, marketing, selling, reselling, or distributing healthcare products used by or on patients (see Part 1 below for examples of ineligible companies).
- Part 2: Disclosure of all financial relationships with ACCME-defined eligible companies, defined as organizations not included in Part 1 (see Part 2 below for examples of eligible companies).
- Part 3: Disclosure of non-financial leadership roles in other medical/professional agencies, organizations, or companies.
- Part 4: Disclosure of immediate family members' financial relationships with ACCME-defined ineligible or eligible companies. Immediate family members are defined as spouse or domestic partner.

Detailed definitions and examples of disclosure expectations are included in each section. When in doubt, disclose. [Also see the FAQs about the disclosure process](#). For additional questions, please email executive@aacap.org.

Part 1: All Financial Relationships with ACCME-defined Ineligible Companies

Disclose all financial relationships with ineligible companies currently or from the prior 24 months. An ineligible company is an organization whose primary business is producing, marketing, selling, reselling, or distributing healthcare products used by or on patients, and is NOT eligible to provide CME credit. Providers of clinical services directly to patients are not considered ineligible companies.

Ineligible companies may include, but are not limited to:

- Advertising, marketing, or communication firms whose clients are ineligible companies
- Biomedical startups that have begun a governmental regulatory approval process
- Compounding pharmacies that manufacture proprietary compounds
- Device manufacturers or distributors
- Diagnostic labs that sell proprietary products
- Growers, distributors, manufacturers or sellers of medical foods and dietary supplements
- Manufacturers of health-related wearable products
- Pharmaceutical companies or distributors
- Pharmacy benefit managers
- Reagent manufacturers or sellers

I do ____ do not ____ have financial relationships with ACCME-defined ineligible companies currently or from the prior 24 months.

For these purposes, financial relationships are those by which the individual benefits financially or via in-kind support in one of more of the ways below.

- Advisory board
- Consultant
- Data and safety monitoring board
- Employee
- Expert testimony
- Grant support
- Honorarium
- In-kind services
- Leadership role
- Research support
- Royalties/intellectual property
- Speakers bureau
- Stock or equity (excluding diversified mutual funds)
- Travel support
- Other

Company/Association	Nature of Relationship (please type your nature of relationship from the list above)
Ex. Pharmaceutical Company ABC	Grant Support, Honorarium, Research Support

Part 2: Financial Relationships with Eligible Companies

Disclose all financial relationships with organizations not included in Part 1. Disclose relationships currently or from the prior 24 months. **In most cases, you should disclose your employer in this section.**

Eligible companies include, but are not limited to:

- Advocacy organizations
- Ambulatory procedure centers
- Blood banks
- Diagnostic labs that do not sell proprietary products
- Electronic health records companies
- Government contractors or consultants
- Government or military agencies
- Group medical practices
- Health law firms
- Health profession membership organizations
- Hospitals or healthcare delivery systems
- Infusion centers
- Insurance or managed care companies
- Journals, including peer-reviewed scientific journals
- Medical accreditation agencies
- Medical certification agencies
- Nursing homes
- Pharmacies that do not manufacture proprietary compounds
- Preventive and public health service providers
- Publishing or education companies
- Rehabilitation centers
- Schools of medicine or health science universities
- Software or game developers not undergoing a governmental regulatory approval process

I do ____ do not ____ have financial relationships with eligible companies.

For these purposes, financial relationships are those by which the individual benefits financially or via in-kind support in one or more of the ways below.

- Advisory board
- Consultant
- Data and safety monitoring board
- Employee
- Expert testimony
- Grant support

- Honorarium
- In-kind services
- Leadership role
- Research support
- Royalties/intellectual property
- Speakers bureau
- Stock or equity in any amount (excluding diversified mutual funds)
- Travel support
- Other

Company/Association	Nature of Relationship (please type your nature of relationship from the list above)
Ex. XYZ Hospital	Employee

Part 3: Non-Financial Leadership Roles

Disclose any non-financial leadership roles in other medical/professional agencies, organizations, or companies or those in which you are acting in a professional capacity. Disclose relationships currently or from the prior 24 months.

I do ___ do not ___ have leadership roles in other agencies, professional organizations, or companies. (Please list all leadership roles and the name of the organization)

Part 4: Immediate Family

Disclose if your immediate family members have a financial relationship with an ineligible or eligible company currently or in the prior 24 months. For these purposes, financial relationships are those by which the individual benefits financially or via in-kind support in one or more of the ways below. Immediate family members are defined as spouse or domestic partner.

I do ____ do not ____ have immediate family members who have a financial relationship with an ineligible or eligible company currently or in the prior 24 months.

- Employee
- Stock or equity; greater than 5% ownership (excluding diversified mutual funds)
- Research support
- Other

Company/Association	Nature of Relationship (please type your nature of relationship from the list above)
Ex. Pharmaceutical ABC	Research Support

Please indicate any other details about your disclosure that you think would be important to share:

I acknowledge that I have received and read a copy of **AACAP's Policy on Management of Individual and Organizational Relationships with External Entities: Transparency, Disclosure, and Mitigation of Conflict of Interest**. I agree to comply with the rules and procedures contained in that policy and to report any changes to the disclosures in this document within 30 days of the change taking place. Should AACAP leadership present mitigation strategies to address my conflicts of interest, I agree to comply with those strategies.

Signature: _____ Date: _____

Please email your completed form to Keith Macadangdang at kmacadangdang@aacap.org.