

To: UI Faculty and Staff  
From: Bruce Harreld, President  
Montse Fuentes, Executive Vice President and Provost  
Cheryl Reardon, Chief Human Resources Officer and Associate Vice President  
Martin Scholtz, Vice President for Research  
SUBJECT: Annual eCOI Certification/Disclosure Due April 30, 2020  
Date: March 2, 2020

To ensure that UI academic, health care, business, research, and teaching endeavors may be free of potential or actual conflicts of interest, the University of Iowa requires all University employees to disclose any potential or actual conflicts of interest in advance of initiating an activity or when the employee, in the exercise of reasonable diligence, first becomes aware of the conflict or the potential for one. UI faculty and staff members are required to complete an Annual Disclosure of Outside Professional Activities and Interests by April 30th each year.

Completion of the eCOI Annual Disclosure of Outside Professional Activities and Interests fulfills the annual reporting requirements of the following UI policies:

- Policy on Conflicts of Interest in Research,
- Policy on Conflict of Interest in the Workplace,
- Policy on Conflicts of Commitment,
- Policy on Institutional Conflict of Interest in Human Subjects Research,
- UI Health Care Conflicts of Interest Policy, and
- Accreditation requirements for Continuing Medical Education.

Deadline: Employees who are required to complete the eCOI Annual Disclosure must do so by April 30, 2020. Employees may go to "My Career" on Employee Self Service ([hris.uiowa.edu](http://hris.uiowa.edu)), then click "My Compliances" to view requirements that have been completed, are due, or unfulfilled. Or users may go to <https://ecoi.uiowa.edu>.

For more information about the eCOI Disclosure or specific policies, please contact:

- Faculty and Executive Questions: Jan Waterhouse, Office of the Provost/University Human Resources, 335-5767 or email: [faculty@uiowa.edu](mailto:faculty@uiowa.edu). Website: <http://provost.uiowa.edu/conflicts-commitment-and-interest>,
- Staff Questions: Jan Waterhouse, University Human Resources, 335-5767 or email [jan-waterhouse@uiowa.edu](mailto:jan-waterhouse@uiowa.edu). Website: <http://provost.uiowa.edu/conflicts-commitment-and-interest>,
- Research-related Questions: Martha Hedberg, Conflict of Interest in Research Office, 384-4256 or email: [coi-research@uiowa.edu](mailto:coi-research@uiowa.edu). Website: <http://coi.research.uiowa.edu>,
- University Official Questions: Martha Hedberg, Conflict of Interest in Research Office, 384-4256 or email: [coi-research@uiowa.edu](mailto:coi-research@uiowa.edu),
- UI Health Care Questions: Mary Copper, UI Health Care Conflict of Interest Office at 384-7312 or e-mail: [coi@healthcare.uiowa.edu](mailto:coi@healthcare.uiowa.edu). Website: <https://uihc.org/conflict-interest>,
- Continuing Medical Education Questions: Lori Raw, Division of Continuing Medical Education, 335-8599. Website: <http://www.medicine.uiowa.edu/cme>.

Thank you for your assistance in ensuring that UI academic, health care, business, research, and teaching endeavors may be free of potential or actual conflicts of interest.

/\*\*\*\*\*

Distribution of this message was approved by the Provost and the Chief Human Resources Officer. Neither your name nor e-mail address was released to the sender. The policy and guidelines for the UI Mass Mail service, including information on how to filter messages, are available at:

<http://its.uiowa.edu/massmail>.

\*\*\*\*\*/