Guideline Development Group: OT conflicts of interest declaration form

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| Guideline: | Maintaining occupations when living with dementia |

**We value your involvement in the development of guidelines for occupational therapists. To ensure that the guideline is not biased, you must consider whether you may have any interests that may potentially conflict with your role in the Guideline Development Group.**

A conflict of interest is identified as either a personal (of the person, their partner or close relatives) or non-personal (of their department/employer/business) interest which could have the potential to influence or affect an individual’s ability to act in the best interests of RCOT. Interests can be considered as either ‘specific’ or ‘non-specific’ in relation to the matter under discussion.

For example, if a Guideline Development Group member is also a member of a professional organisation, they may have some potential ‘non-specific’ conflict of interest by virtue of their professional interests and expertise (such as practice specialists, researchers). Some individuals, by virtue of the relatively small pool of experts, may have more ‘specific’ conflicts (such as author of evidence).

To ensure the credibility of the final guideline, there may be certain circumstances that would preclude an individual from being the Lead or Co-lead of a Guideline Development Group. These would include the perception of competing interests or conflicts of loyalty where a person has a primary duty and loyalty to another organisation, or, where a person has undue influence in a particular field of practice, education and or research.

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| Type of interest | Description of interest (if you have no interests in a category, state ‘none’) |
| Involvement in research and published evidence in relation to the guideline  topic. | Nature of involvement and associated dates |
| Involvement in the development of guidelines within this topic area for another organisation. | Name of organisation, nature of involvement and associated dates |
| Ordinary membership of professional bodies, committees, charities, voluntary bodies etc. | Name of body |
| Office held in professional bodies, committees, charities, voluntary bodies, etc. | Name of body and nature of office held |
| Consultancies, research, or other positions with any commercial companies with interests in the guideline topic area or who might potentially benefit from the guideline recommendations. | Name of companies and position(s) and associated dates |
| Other relevant interests that could lead to a perception of bias when giving opinions at any stage during the guideline development process. |  |

I hereby declare the above is an accurate declaration of my interests in relation to my current and anticipated involvement in the development of the above guideline:

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| Signature (typed signature is fine): |
| Name: |
| Date: |
| Job title: |
| Employer: |

**You can access our Conflicts of Interest Policy via our website at:** <https://www.rcot.co.uk/about-us/governance/council-and-boards/royal-college-occupational-therapists-council>.

Details specific to guideline development are included in the guideline development manual available at: <https://www.rcot.co.uk/practice-resources/rcot-practice-guidelines>.

The information provided in this conflicts of interest form will be used to help select members of the Guideline Development Group. If you are not successful, this form will be destroyed. If successful, the form will be kept for the duration of the guideline development and while the guideline is available to the public.