

AMMI Canada Code of Conduct on Managing Interactions with Industry

Version 2.0

1.0 Purpose:

AMMI Canada and its members must be compliant with the requirements of the Canada Not-for-profit Corporations Act, the Canadian Medical Association (CMA) Code of Ethics and Professionalism, CMA guidelines for physician interactions with industry, Royal College of Physician and Surgeons of Canada accreditation requirements for CPD, Innovative Medicines Canada's Code of Ethical Practice and with AMMI Canada by-laws.

The Code of Conduct supports relationships with industry in an open and transparent manner while minimizing the impact of real, potential, or perceived conflicts of interest and ensuring professional autonomy and independence is maintained with any financial, or other in-kind support or contractual relationship with industry.

2.0 Scope:

Applies to every member of AMMI Canada including members of AMMI Canada Council, Committee Chairs, the JAMMI Editor-in Chief and anyone appointed by the AMMI Canada President.

3.0 Definitions:

Industry: For the purpose of this policy “‘industry’, includes representatives from commercial organizations, pharmaceutical, medical device, medical services providers and biotechnology companies and organizations.

Organizations such as non-profit organizations, including government are considered as another relationship, and are not included under industry.

Member: Any person who is an Active Member of AMMI Canada.

Association: Includes its Board members and Committee and Working group Chairs when acting on behalf of AMMI Canada, and its authorized agents.

Funding: refers to funding or sponsorship of education events, corporate sponsorship, and support of research activities.

Committee: Any group that has been created by AMMI Canada Council to lead projects that advance strategic directions of the organization.

JAMMI: Journal of the Association of Medical Microbiology and Infectious Disease Canada.

Conflict of Interest (COI): A conflict of interest occurs any time a reasonable person could perceive that AMMI Canada or its members' personal interest in a relationship with industry is at odds with their professional responsibilities.

4.0 Guiding Principles:

1. **Patient Interests:** All activities of the Association are conducted in accordance with the best interests of patients.
2. **Members Interests:** AMMI Canada is dedicated to enabling the profession to provide the highest possible standards of care with respect to the practice of infectious disease and medical microbiology.
 - As such funding from Industry partners must align with AMMI Canada's strategic initiatives benefitting members and the patients they serve.
 - Specific projects must be investigator (member) or committee initiated. Industry partners cannot initiate a research project or be on the Steering Committee.
3. **Integrity and Scrutiny:** The Association shall perform its duties in a manner that withstands public scrutiny.
4. **Respect:** The Association respects the stakeholder relations policies of a company with which it is involved.
5. **Impartiality:** The Association ensures it is impartial and objective and that corporate funding decisions are made based on merit. The Association is as open as possible about all actions that it takes and advice that it provides.
6. **Accountability:** The Association accepts accountability for its compliance with the Code and will ensure the Code is made known to any corporation, company or organization which seeks or offers to provide funding. An agreement of compliance will be obtained in writing.
7. **Transparency:** Members involved in receiving funding from any initiative must declare any real or perceived potential conflicts of interest by completing the COI form at minimum on a yearly basis and update them more frequently when new COIs are identified (within 30 days of identifying a new COI). All AMMI Canada council members must complete a COI form at the start of their terms, with a review on an annual basis.

5.0 Policies

Conflicts of interest may arise in a mutual relationship where one party has the capacity to exert undue influence over another. The following policies have been developed to ensure that relationships of the Association and industry related funding is ethical, transparent and reflects positively on both the Association and funders.

5.1 General Recommendations:

- Funding will come from diverse sources (where possible).
- AMMI Canada must be consulted whenever and wherever its name is used. Approval must be sought, in writing, for any copy produced which refers to an initiative of AMMI Canada that is supported by industry.
- At no time can AMMI Canada's logo be used without express written permission.
- At no time can a media release be issued which refers to AMMI Canada without the Association's prior written approval.
- Any suggested quotes for a media release must always be agreed to, in writing, by the Association.
- AMMI Canada retains control (including the right to veto) over all materials produced in connection with an industry related initiative.

5.2 Annual Conference (AC) General Guidelines

- All participants will adhere to the Royal College of Physicians and Surgeons of Canada, National Standard for Support of Accredited CPD Activities, Canadian Medical Association (CMA) Code of Ethics and Professionalism, CMA guidelines for physicians interactions with industry, Innovative Medicines Canada Code of Ethical Practices, and the MedTech Code of Conduct.
- Promotional and educational material available at the exhibit area must be consistent with approved product monograph(s). Reprints may be distributed, provided they are reprinted verbatim.
- Food and drinks for participants are prohibited in the exhibit booth.
- When the conference is delivered in person, the industry exhibit booth areas are restricted to the space as outlined in the AMMI Canada – CACMID Annual Conference Exhibitor's Manual. All items must be contained within the space.
- All exhibitors and corporate sponsors must adhere to the AMMI Canada – CACMID Annual Conference Sponsorship Prospectus.

5.3 Funding for Educational Events (accredited and non-accredited events)

Where the Association receives an educational grant from a company to fund a program, program being defined as a slide deck, a Web-based presentation, a newsletter, a podcast, or any educational activity developed and organized by AMMI Canada, the following will apply:

- AMMI Canada maintains complete editorial control over all scientific content and any materials produced in connection with the project.
- All scientific content will be reviewed by an independent reviewer who does not sit on the faculty, have relationships with the involved parties, and does not receive any honoraria. The independent reviewer will ensure that the content is free of commercial bias and is fair and balanced.
- The sponsor(s) will be acknowledged, in accordance with their policies and governed by AMMI Canada's policies.
- AMMI Canada will not endorse or promote individual products or services.
- AMMI Canada cannot grant exclusivity in terms of endorsement of the project or industry partner(s).
- AMMI Canada and the company(s) may both benefit from the relationship.
- Non-industry attendees cannot have any expenses covered nor receive any payment from industry.

5.4 Funding for Research Activities

Financial support for research grants, may be provided by industry for administration by AMMI Canada.

5.4.1 Unrestricted grants:

- AMMI Canada council and the relevant committee, not the industry sponsor(s), will determine the nature of the project, study design, data collection, analysis and publication of results. The industry funder(s) will not have representation on the project steering committee.
 - Data generated by the project will be owned by the AMMI Canada members participating in the project.
 - Data sharing agreements will be developed for proposals on a case-by-case basis.
- Funding will be administered through AMMI Canada.
- AMMI Canada will charge an **administration fee** for expenses incurred by the Secretariat.

- Expenses and disbursements of funds will be reviewed on a bi-annual basis. This will be overseen by the co-chairs of the committee overseeing the project if applicable, the President or President-elect, and the Treasurer. A reconciliation report of funding and expenses must be provided by the member/committee that is responsible for the funded project.
- The sponsor(s) of any research activities will be acknowledged per the AMMI Canada guidelines at the presentation and publication of results.