



TOTA

TEXAS OCCUPATIONAL THERAPY ASSOCIATION, INC.

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Conflict of Interest Policy

PURPOSE: To state the Association's position regarding conflict of interest.

IT SHALL BE THE POLICY OF THE ASSOCIATION THAT:

1. A conflict of interest exists when an individual participates in Association business while having material personal, professional, business, financial or volunteer responsibilities that could predispose or bias that individual to a particular view or goal. This could be in the execution of duties or in participation in debate or decision making.
2. All persons elected or appointed to carry out the business of the Association are responsible for their duties as defined in the bylaws and policies and procedures. At no time shall the personal, professional, business, financial, or volunteer responsibilities outside the Association take priority over the interests of the Association in the individual's execution of the duties of the position.
3. The individual has a legal duty to disclose activities to the Association that may raise a conflict of interest. It is the right and burden of the Association, and not of the individual, to determine whether a conflict of interest exists.
4. All persons elected or appointed to carry out the business of the Association must report a possible conflict of interest to the board.
5. If a real or perceived conflict of interest exists, the person must first declare the potential of a conflict and receive a judgment from the board as to whether a conflict exists.
6. If another person believes a real or perceived conflict of interest exists, he or she must request a judgment from the board as to whether a conflict exists.
7. If a conflict is determined, two options are available:
 - a. If the conflict is substantial and can reasonably be expected to be ongoing, the individual shall resign from one of the positions, or
 - b. If the conflict is related only to a particular issue under consideration, the individual shall declare that a conflict does or may exist and then recuse himself or herself from all discussion and voting on that issue.

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