

# **Bylaws on Conflict of Interest (COI) in Medical Research**

Conflict of Interest (COI) Committee,  
Japan Neurosurgical Society (JNS)

## **Article 1 Purpose**

The purpose of these Bylaws is to provide specific procedures for managing the *Guidelines for Conflict of Interest (COI) in Medical Research* for the Japan Neurosurgical Society (JNS) to require the intended persons to comply with Guidelines.

## **Article 2 Self-Reporting of COI**

The following persons possibly assuming COI status shall have the obligation to clarify whether they are actually in COI status. If the COI status level during the previous year (from January to December) exceeds the criteria on the amount specified in Article 3, said persons shall register online Self-reported COI Disclosure Statement Forms through the website for JNS members not later than the end of March in the referenced year:

- (1) JNS directors, auditors, and delegates
- (2) Individuals making presentations at scientific annual meetings and scientific branch meetings held by the JNS
- (3) Individuals presenting articles in the JNS journal of *Neurologia medico-chirurgica*

## **Article 3 Criteria Requiring Submission of Self-reported COI Disclosure Statement Forms**

Criteria specifying the interests for which self-reports are required shall be prescribed as detailed below. The COI status that said persons are obligated to disclose shall be confined to that related to any company or profit-oriented organization involved in descriptions of presentations related to projects or medical research conducted by the JNS:

- (1) For employment/leadership position/advisory role, considerations paid by a single company or organization in the amount of 1,000,000 yen or more annually
- (2) For stock ownership or options, profits from stock transactions obtained from a single company in the amount of 1,000,000 yen or more annually (total of dividends and gains on sale), and holding 5% or more of total shares in said single company
- (3) Patent royalties/licensing fees in the amount of 1,000,000 yen or more annually per case
- (4) Honoraria (e.g., a lecture fees) in the total amount of 1,000,000 yen or more annually paid by a single company or profit-oriented organization for time and consumed labor of researchers for attending or making presentations in said meetings
- (5) Fees for promotional materials (e.g. manuscript fee) in the total amount of 500,000 yen or more annually
- (6) Research funding in the total amount of 2,000,000 yen or more annually, and

scholarship donations (incentive donations) paid by a single company or profit-oriented organization to one representative researcher in the total amount of 2,000,000 yen or more annually

#### **Article 4 Presentations at Scientific Annual Meetings and Scientific Branch Meetings Held by the JNS**

1. In applying for a subject: The principal presenter of a presentation at scientific annual meetings, scientific branch meetings, educational lectures, or open lectures held by the JNS shall clarify whether the principal presenter is in COI status or not. Specifically, the principal presenter shall be required to have completed online registration as provided in Article 2 at the time of applying for a subject.
2. In making a presentation: In the presentation, the COI status of the principal presenter shall be disclosed at the end of the slide(s) presented or poster(s) based on Form 1.

#### **Article 5 Presentations in the JNS Journal**

1. At contribution: The author of a presentation in the JNS journal of *Neurologia medico-chirurgica* shall clarify whether said author is in COI status or not based on Form 2 prescribed in Contribution Rules. Specifically, said author shall be required to have completed online registration as provided in Article 2 at the time of contribution.
2. On publication: Information on Form 2 shall be summarized as a Conflict of Interest Statement and printed at the end of the relevant article. In the absence of the COI status specified, the remark “Authors indicated no potential conflict of interest.” shall be printed at the end of the relevant article.

#### **Article 6 COI Committee**

The COI Committee shall be a permanent body consisting of 8–10 members who are appointed by the JNS director, and the term of office shall be 2 years.

#### **Article 7 Officials**

1. The officials defined in these Bylaws shall refer to JNS directors, auditors, and delegates.
2. Specifically, officials of the JNS shall be required to have completed online registration as provided in Article 2 at the time of first assuming the post and after assumption, once a year. In addition, if another COI status occurs regarding the official while in the post, said official shall be obligated to report to this effect using Form 3 within 6 weeks.

#### **Article 8 Actions Against Violators**

1. The COI Committee shall be authorized to review any act violating provisions of the *Guidelines for COI in Medical Research* and shall report the results of the review to the Board of Directors (BOD). If the act is deemed to be in material noncompliance,

the BOD may take the action specified below for a certain period, depending on the degree of noncompliance:

- (1) Prohibition of presentation at any and all meetings held by the JNS
  - (2) Prohibition of publication of articles in any publication issued by the JNS
  - (3) Prohibition of assumption of posts of official or chairs of scientific annual meetings or scientific branch meetings of the JNS
  - (4) Prohibition of attendance at the BOD and committees of the JNS
  - (5) Dismissal from employment (as a delegate) or prohibition of being an employee (as a delegate)
  - (6) Dismissal from membership or prohibition of being a member of the JNS
2. The individual subject to the actions mentioned in the preceding paragraph may make an objection to the JNS. If the JNS receives an objection, the statement shall be submitted to the Provisional Review Board.
  3. The Provisional Review Board shall consist of three to five members appointed by the director among nonmembers of the COI Committee for each issue. The Provisional Review Board shall consider whether the action taken under paragraph 1 was appropriate or not and notify the individual subject to the action of the rereview result after consultation in the BOD. On such notification to the individual subject to the action, the duty of the Provisional Review Board for the relevant issue shall terminate.

#### **Article 9 Treatment of COI Self-Report Form Registered Online**

1. The Self-reported COI Disclosure Statement Form and disclosed information submitted online to the JNS based on these Bylaws shall be retained and strictly managed as private information in the JNS Office under the director as manager.
2. COI information shall be made available to the BOD and the COI Committee at all times so that they may fulfill requirements specified in the Guidelines. These requirements shall include disclosure of relevant COI information within the JNS or opening to society, to the necessary extent, with approval by the BOD and after discussion in the COI Committee if questions or social/legal problems occur with respect to the COI status of the relevant person making the report.
3. If any external subcommittee asks for disclosure of COI information, such disclosure shall be allowable after a review by the COI Committee to the extent deemed necessary.
4. The retention period of the Self-reported COI Disclosure Statement Form and disclosed information submitted online to the JNS shall be 3 years from registration; thereafter, records shall be destroyed under the supervision of the director, provided that if questions or social/legal problems occur with respect to the relevant person making the report during the retention period, such destruction may be reserved by resolution of the BOD.

#### **Article 10 Date of Enforcement and Revision Procedures**

The COI Committee of the JNS may, as a rule, review Guidelines biennially and revise these Bylaws by a resolution of the BOD.

Supplementary Provisions

1. These Bylaws go into force on and after January 1, 2012.