

## COMMERCIAL SUPPORT GUIDELINES

1. The Canadian Association for the Study of the Liver (CASL) and all those involved in the development and presentation of Continuing Professional Development (CPD) activities will disclose all relationships with for-profit and not-for-profit organizations. Any faculty, authors, planners and Scientific Planning Committee (SPC) members who refuse to provide a conflict of interest disclosure will be disqualified from participation in CPD activity planning or delivery.
2. These Guidelines are implemented and monitored using CASL's **Conflict of Interest Disclosure and Management Policy**, which details the requirements that:
  - Conflict of Interest declarations must be collected from SPC members and faculty for all CASL-developed or co-developed CPD activities;
  - The SPC must retain responsibility for collecting and reviewing disclosures, and managing conflicts of interest in accordance with the Policy; and
  - Disclosures must be provided to CPD activity participants in verbal and/or written form.
3. Sponsorship may be solicited for CASL CPD activities by a member of the Scientific Planning Committee and must include defined benefits that comply with the *National Standard for Support of Accredited CPD Activities*.
4. No representatives from a sponsor providing financial or in-kind support, or from an organization hired by a sponsor, shall be permitted to participate in the design, delivery, or evaluation of any CPD programming provided by CASL.
5. The SPC must retain accountability for the budget, fundraising process, receipt of sponsorship, and any payments to faculty, even if they are delegated to a third party by way of a clearly defined agreement. Where possible, sponsorship should be paid in the form of educational grant funding directly to the Canadian Liver Foundation in accordance with the terms of the CASL-CLF Partnership Agreement which exists, in large part, to ensure separation between the educational program development undertaken by CASL, and any fundraising done on its behalf to support educational initiatives including CPD programming.
6. Sponsor support for CASL CPD programming must be acknowledged and disclosed separately from the educational content of the program; commercial promotion offered as a benefit of sponsorship must remain entirely separate from educational activities as per the *National Standard for Support of Accredited CPD Activities*.
7. No unaccredited CPD activities shall be scheduled at a time that conflicts with accredited CPD programming, nor will they be included in the accredited program. Any sponsor wishing to offer accredited CPD programming must work with CASL or another physician organization and follow the procedures for co-developed events.