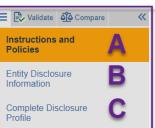


## IF you have a disclosure to make



Enterprise Research Management System (ERMS)



Editing: DP00005537





## Instructions and Policies

Enterprise Research Management System-Conflict of Interest (ERMS-COI) is the online system used by UT Health San Antonio Faculty and Staff to report outside activities and financial interests. ERMS-COI provides a single portal to capture information used to comply with federal, state and UT System requirements.

Covered Employees are required to disclose certain outside activities and financial interests:

- within their first 30 days of employment;
- at least annually; and
- no later than the 30<sup>th</sup> day of acquiring a new financial interest.

The following requires disclosure however, when in doubt err in favor of over disclosure:

- Outside employment, consulting, honoraria, speaker fees or other compensated activities.
- Outside teaching and research activities.
- Board service.
- Outside employment or outside professional activities with foreign entities, regardless of compensation.
- All full-time, part-time, or voluntary positions, scientific appointments, and grant/project roles, regardless of compensation (including adjunct, visiting, or honorary).
- Gifts.
- Equity Interests.
- Intellectual Property and Royalties.

Please contact COI@uthscsa.edu with any questions you may have. The following UTHSA Handbook of Operating Policies (HOP) will assist you in your disclosure process: HOP 10.1.6, HOP 10.1.8 and HOP 10.1.11,

## External training:

| Course Name          | Date Completed | Date Expired |
|----------------------|----------------|--------------|
| Conflict of Interest | 6/30/2020      | 6/30/2022    |







