



Declaration of Confidentiality & Conflicts of Interest

What constitutes a conflict of interest?

- A “Conflict of Interest” is a situation arising from a potential clash between the performance of a public duty and private personal interest. Conflicts of interest may be actual, perceived to exist, or potentially exist at some time in the future. Whilst it is not always possible to avoid a conflict of interest, appropriately identifying and dealing with the situation can mitigate any potential problems.

All non-WA Health staff must sign a declaration of confidentiality. When you accept an invite to a research project on RGS, you are asked if you are a WA Health employee. If answered ‘no’, you will be prompted to electronically sign the Declaration of Confidentiality form. For WA Health employees with a dual appointment, for example they hold an honorary or paid appointments at another organisation that will be collaborating on the project, it is important to consider which “hat” they are wearing. If the hat for that particular project is not WA Health, they should answer ‘No’ to this question when prompted by RGS and complete the “Declaration of Confidentiality” when they accept the invite to the project.

In addition, if the Investigator does wear two or more hats, the Investigator should consider how any potential or actual conflicts of interest are to be managed. An Investigator would complete the RGS conflict of interest form in the “Declarations” tab on RGS in addition to the “Conflict of Interest” form that is required by WA Health and the external Organisation in these instances.

The WA Health “Managing Conflicts of Interest Policy” is available via healthpoint and offers further guidance with scenarios which may help you decide if a conflict is actual, perceived, or potential.

If there is an investigator who is a student on a project, a “Student Research and Confidentiality Declaration” must also be submitted with your project application on RGS. The template is available on RGS under the “Document Templates” tab. The student declaration includes clauses to protect both the student and WA Health.