



INTERNATIONAL ASSOCIATION OF
REHABILITATION PROFESSIONALS

Conflict of Interest

Policy:

It is the policy of the International Association of Rehabilitation Professionals to carry on its activities in accordance with the highest ethical standards. In accordance with that principle, the following statement is applicable to all directors, officers, committee members, other volunteers and staff of the association, its Sections, its Chapters, and its Standards Compliance Review Board.

IARP recognizes and respects that Directors take part in legitimate financial, business, and other professional association activities outside of their role on the IARP International Board or IARP Section or Chapter Boards. However, these activities must be lawful and free of conflicts with their responsibilities as Directors. Directors must not misuse IARP resources or influence, or discredit IARP's good name and reputation.

The effectiveness of this policy depends in large part on the cooperation of all Directors, other volunteers, and staff in promptly disclosing any situations that may be contrary to the intent of the policy.

Procedures:

1. All IARP International Directors, all IARP Section Directors, all IARP Chapter Directors, other volunteers, committee members and staff shall scrupulously avoid any conflict between their own respective individual interests and the interests of IARP, in any and all actions taken by them on behalf of IARP in their respective capacities.
2. If a Director or committee member is considering an activity that may represent a potential conflict of interest, they should immediately notify the President who will review the situation with the Executive Committee or Full Board as needed to provide a timely response.
3. In the event that any Director or committee member may stand to derive a personal gain or benefit from a transaction with IARP or one of its Sections or Chapters or committees, or shall have any direct or indirect interest or relationship with any individual or organization:

- 3.1. that proposes to enter into any transaction with IARP or one of its Sections or Chapters for the sale, purchase, lease or rental of property; or
- 3.2. that proposes to render or employ services to IARP or one of its Sections or Chapters or committees; or
- 3.3. that may be seen as competing with the interests or concerns of IARP, shall in a timely manner give the Board of Directors notice of such interest or relationship and shall therefore refrain from voting or otherwise attempting to affect any decision for IARP or one of its Sections or Chapters or committees to participate or not to participate in such transaction and the manner or terms of such participation.
- 3.4. Minutes of appropriate meetings should reflect that such disclosure was made, and that such Director abstained from voting and absented him or herself from the final review and vote on the matter.
- 4. The foregoing requirements should not be construed to prevent a particular Director or committee member from briefly stating a position on the matter, nor from answering pertinent questions from other Directors or committee members.

Since it is not possible to write a policy that covers all potential conflicts, Directors, volunteers and staff are expected to be alert for and avoid situations which may be construed as conflicts of interests.

Any possible conflict of interests on the part of any Director or committee member should be disclosed to the other board or committee members and made a matter of record, either through an annual procedure or when the interest becomes a matter of board action.

All Directors and committee members will be required to complete the "Conflict of Interest Statement." This policy will be reviewed by the Board annually and given to each new Director and committee member for signature during orientation.

Policy #7.2 IARP Policies and Procedures Manual June 2014

I have read, understand, and acknowledge all the above statements of the IARP Board of Directors Conflict of Interest Policy.

Board Member _____ (signature)
 Name (printed) _____
 Date _____