

Tipsheet for reviewers: self-reporting of conflicts of interest and levels of expertise

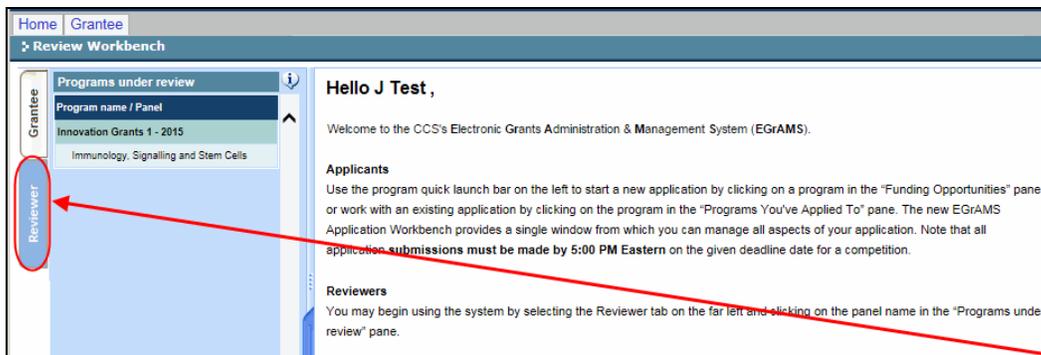
To assist the panel chairs in making review assignments for each panel, reviewers are asked to report any conflicts of interest with applicants assigned to their panel, and to assess their level of expertise with the subject matter of each application (including those where a conflict is indicated).

NOTE: If applicable, the below steps must be completed for both the Innovation Grant and Innovation to Impact Grant competitions.

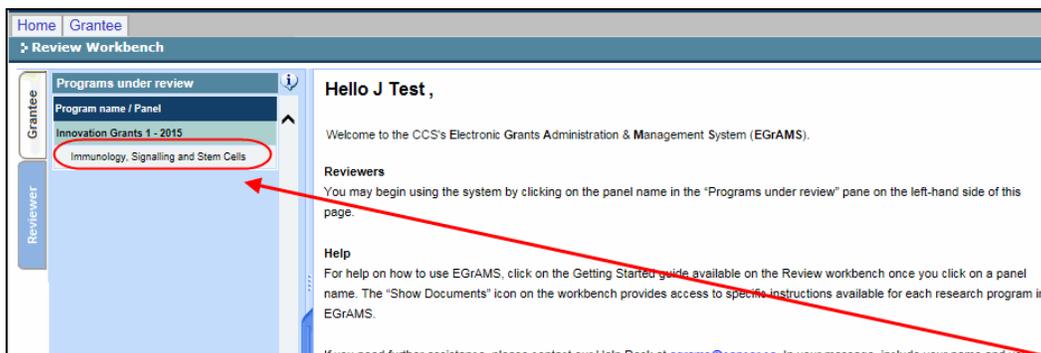
For Grantee/Reviewer, follow steps 1-6 outlined below.

For Reviewer, follow steps 2-6 outlined below.

1. Click on the Reviewer tab on the left-hand side of this page:



2. Click on the panel name in the "Programs under review" pane on the left-hand side of the page:



Conflicts of Interest

Conflicts of interest include, but are not limited to, the following list:

- member of the same academic department or research institute as the applicant or supervisor(s)

- a research collaboration or co-authorship within the past 3 years, or immediate future
- a professional association as a student, post-doctoral fellow or supervisor
- reviewed the same or related application from the same individual(s) in the past year on behalf of another agency (primary assignments will be avoided in these instances)
- a close personal or business relationship

If you have any questions whether an application may constitute a conflict of interest for you, please contact research@cancer.ca for clarification.

3. For each application, click the  button in the **+Info** column to view the project team members to ensure you do not have conflicts with anyone named on the grant:

Sel. App#	Applicant Name	Host Institution	Stage	Conflict Type	Notes	Expertise			+Info. +App	
						CE	ME	NE		
<input type="checkbox"/>	702679	Branin, Gianna	(London)	Alberta Children's Hospital	COI	<input type="checkbox"/>				
<input type="checkbox"/>	702686	Bresser, Hortencia	De							
<input type="checkbox"/>	702680	Edmison, Hannah	BC							
<input type="checkbox"/>	702681	Kramarczyk, Queenie	Ur							
<input type="checkbox"/>	702682	Marcille, Huey	Ec							
<input type="checkbox"/>	702683	Pacholec, Crissy	Th							
<input type="checkbox"/>	702684	Rautenstrauch, Françoise	Di							
<input type="checkbox"/>	702685	Warne, Apolonia	Ur							

Conflict of Interest Details

Applicant Name: Power, Tom

Institution: University of Alberta

Title: Tom Power's Research Gr

Additional Author: John Adams, Oncology and Medicine, University of Alberta

Co-Applicant: Joe Smith, Faculty of Medicine, Simon Fraser University

Co-Applicant: Rachel Thomason, Psychology, UBC

Co-Principal Investigator: Mary Johnson, Microbiology, Queen's University

Keywords: Maecenas tellus risus... venenatis, laconia, Nunc pretium

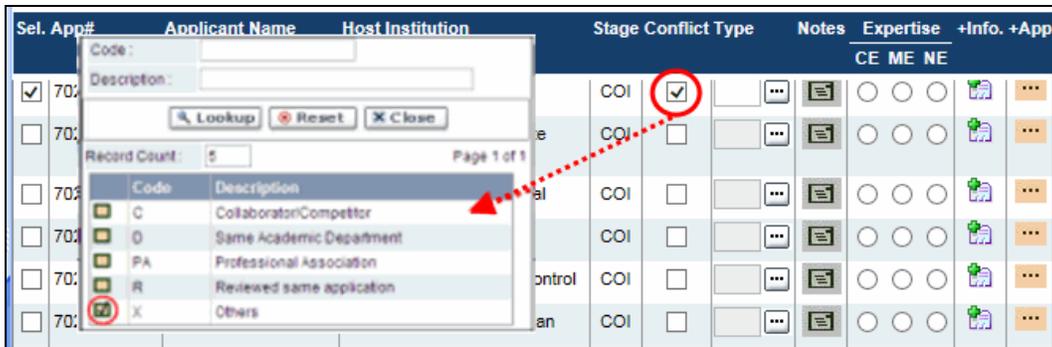
Scientific Abstract:

Maecenas tellus risus, consequat sed lacrima sit amet, pharetra in arcu. Mauris dolor leo, vehicula porta ornare id, aliquet sed torpis. Phasellus ut venenatis felis. Duis mattis massa id massa aliquet faucibus. Praesent sit amet orci non est rhoncus laoreet. Quisque felis erat, laoreet non consectetur eget, viverra tempus lacus. Donec ornare mauris sed lacus feugiat porta consectetur odio vulputate. Cras urna ligula, fringilla sit amet commodo in, condimentum id nunc. Duis eros sem, vehicula at posuere porta, pellentesque a risus. Nunc pharetra metus ac tellus tristique id adoliscina risus euismod.

4. Identify if you have a conflict of interest by clicking the **Conflict** checkbox:

Sel. App#	Applicant Name	Host Institution	Stage	Conflict Type	Notes	Expertise			+Info. +App
						CE	ME	NE	
<input checked="" type="checkbox"/>	702677	Bauswell, Lourdes	Queen's University	COI	<input checked="" type="checkbox"/>				
<input type="checkbox"/>	702678	Begin, Laurena	Lawson Research Institute (London)	COI	<input type="checkbox"/>				
<input type="checkbox"/>	702679	Branin, Gianna	Alberta Children's Hospital	COI	<input type="checkbox"/>				
<input type="checkbox"/>	702686	Bresser, Hortencia	Dalhousie University	COI	<input type="checkbox"/>				

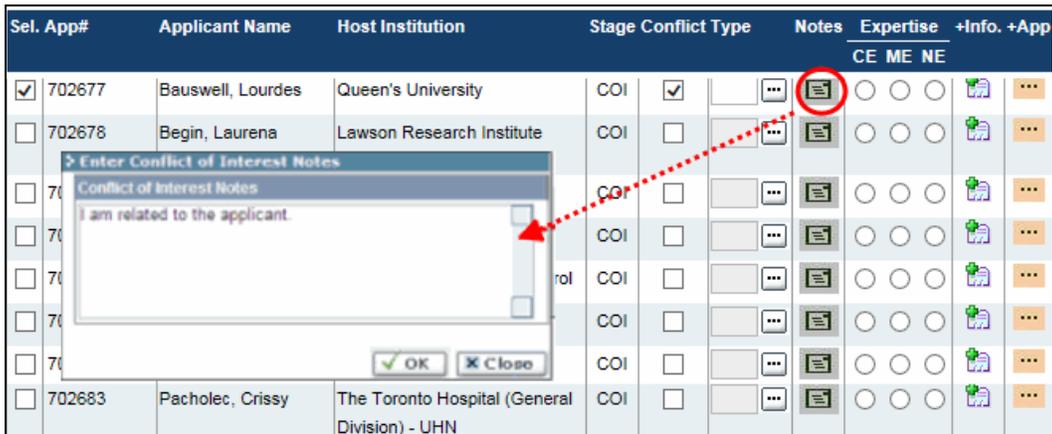
5. Use the  button to indicate the **Type** of conflict:



Choose from the following codes:

- **"C"** for collaborator/competitor
- **"R"** for having reviewed the same application before for CCS
- **"RO"** for having reviewed the same application before for another granting agency (please include the name of the other agency)
- **"D"** for the applicant working in the same department/research institution
- **"PA"** for a professional association as a student, post-doctoral fellow or supervisor
- **"X"** for other conflict not listed above including but not limited to close personal relationships (please briefly describe the conflict in the 'Notes' field)

6. If you select **X** or **RO** for the type of conflict, use the **Notes** window to elaborate the reason for the conflict or the other institution:



Level of Expertise

7. Click the  button in the **+Info** column to view the title, keywords and scientific abstract for each application:

Sel. App#	Applicant Name	Host Institution	Stage	Conflict Type	Notes	Expertise			+Info. +App
						CE	ME	NE	
<input type="checkbox"/>	702679	Branin, Gianna	Alberta Children's Hospital	COI					
<input type="checkbox"/>	702686	Bresser, Hortencia	Dalhousie University	COI					
<input type="checkbox"/>	702680	Edmison, Hannah	BC Children's Hospital	COI					
<input type="checkbox"/>	702681	Kramarczyk, Queenie	University of Alberta	COI					
<input type="checkbox"/>	702682	Marcille, Huey	Edmonton St. Mary's Hospital	COI					
<input type="checkbox"/>	702683	Pacholec, Crissy	Thompson Health Services	COI					
<input type="checkbox"/>	702684	Rautenstrauch, Françoise	University of Regina	COI					
<input type="checkbox"/>	702685	Warne, Apolonia	University of Regina	COI					

Conflict of Interest Details

Applicant Name: Power, Tom

Institution: University of Alberta

Title: Tom Power's Research Group

Additional Author: John Adams, Oncology and Medicine, University of Alberta

Co-Applicant: Joe Smith, Faculty of Medicine, Simon Fraser University

Co-Applicant: Rachel Thomason, Psychology, UBC

Co-Principal Investigator: Mary Johnson, Microbiology, Queen's University

Keywords: Maecenas tellus risus, venenatis, lacina, Nunc pretum

Scientific Abstract:

Maecenas tellus risus, consequat sed lacina sit amet, pharetra in ardu. Maure dolor leo, vehicula porta ornare id, aliquet sed turpis. Phasellus ut venenatis felis. Duis mattis massa id massa aliquet faucibus. Praesent sit amet orci non est rhoncus laoreet. Quisque felis erat, laoreet non consectetur eget, viverra tempus lacus. Donec ornare maure sed lacus feugiat porta consectetur odio vulpate. Cras una ligula, fengilla sit amet commodo in, condimentum id nunc. Duis eros sem, vehicula at posuere porta, pellentesque a risus. Nunc pharetra metus ac tellus trucidant id aditacino risus euismod.

8. Based on the abstract and keywords, identify your level of expertise with the subject matter:

Sel. App#	Applicant Name	Host Institution	Stage	Conflict Type	Notes	Expertise			+Info. +App
						CE	ME	NE	
<input type="checkbox"/>	702677	Bauswell, Lourdes	Queen's University	COI					
<input checked="" type="checkbox"/>	702678	Begin, Laurena	Lawson Research Institute (London)	COI		<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	
<input checked="" type="checkbox"/>	702679	Branin, Gianna	Alberta Children's Hospital	COI		<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	
<input type="checkbox"/>	702686	Bresser, Hortencia	Dalhousie University	COI		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	

- "CE" indicates considerable expertise
- "ME" indicates moderate expertise
- "NE" indicates no expertise

NOTE: Panel task assignments equally distributed

CCS staff and the panel Chair will ensure that the number of assignments is balanced across the panel so you need not worry if you indicated "Considerable Expertise" on a large number of applications.

Save vs. Submit buttons

If you are unable to complete your self-reporting in one session, click the **Save** button to save your work and return to this screen later. When you are finished reporting on all applications, click the **Submit** button to submit your work:

WARNING: Clicking "Submit"

You will not be able to make any further changes once you click **Submit**.

Sel. App#	Applicant Name	Host Institution	Stage	Conflict Type	Notes	Expertise			+Info. +App
						CE	ME	NE	
<input type="checkbox"/> 702677	Bauswell, Lourdes	Queen's University	COI	<input type="checkbox"/>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
<input checked="" type="checkbox"/> 702678	Begin, Laurena	Lawson Research Institute (London)	COI	<input type="checkbox"/>		<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	
<input checked="" type="checkbox"/> 702679	Branin, Gianna	Alberta Children's Hospital	COI	<input type="checkbox"/>		<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	
<input type="checkbox"/> 702686	Bresser, Hortencia	Dalhousie University	COI	<input type="checkbox"/>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
<input type="checkbox"/> 702680	Edmison, Hannah	BC Centre for Disease Control	COI	<input type="checkbox"/>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
<input type="checkbox"/> 702681	Kramarczyk, Queenie	University of Saskatchewan	COI	<input type="checkbox"/>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
<input type="checkbox"/> 702682	Marcille, Huey	Edmonton General Hospital	COI	<input type="checkbox"/>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
<input type="checkbox"/> 702683	Pacholec, Crissy	The Toronto Hospital (General Division) - UHN	COI	<input type="checkbox"/>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
<input type="checkbox"/> 702685	Warne, Apolonia	University of New Brunswick	COI	<input type="checkbox"/>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	

Conflict of Interest : C = Collaborator/Competitor D = Same Academic Department PA = Peer application for CCS RO = Reviewed same application for another agency X = Others

Expertise : CE = Considerable Expertise ME = Moderate Expertise NE = No Expertise

Click Submit to submit your self-reporting

Click Save to save and return later

 Save
 Submit
 Show Documents