

NEW JERSEY DENTAL ASSOCIATION
CONFLICT OF INTEREST

Definition: A conflict of interest exists when the exercise of one's independent judgment will be or is likely to be adversely affected by competing personal, professional, business or other interests.

Duty to Disclose: A person should not act on behalf of another unless he or she concludes that all interests will be adequately protected. Most importantly, a prompt, full and frank disclosure of all material facts must be made whenever a conflict of interest actually exists, has the reasonable potential to exist, or exists in appearance. Full disclosure is essential so that an intelligent decision can be made by all affected parties concerning continued representation.

NEW JERSEY DENTAL ASSOCIATION

CONFLICT OF INTEREST AND CONFIDENTIAL INFORMATION STATEMENT

FOR OFFICERS, TRUSTEES, ALTERNATE TRUSTEES, ADA DELEGATES,

ADA ALTERNATE DELEGATES, CHAIRPERSONS AND

MEMBERS OF ALL COUNCILS, COMMITTEES AND TASK FORCES

It is the policy of this Association that you who serve in a position, act in a representative or fiduciary capacity which demonstrates that the Association's primary interest is your first consideration. At all times, while serving in your position, you shall further the interests of the Association as a whole. In addition you shall not:

- a) Place yourself in a position where personal interests, or obligations owed to other organizations, will or is likely to conflict with your duty to this Association.
- b) Use confidential information learned through your position, whether for personal or third party gain or advantage.

In order to continue to serve in your volunteer position, you shall disclose to the Board of Trustees any situation which might reasonably be construed as placing you in a position of having an interest that will or is likely to conflict with your duty to the Association. While in a volunteer position, you shall comply with this conflict of interest policy and shall report any situation in which a real, apparent and/or potential conflict of interest exists or is likely to arise.

DISCLOSURE

Disclosure shall be made in an appropriate manner to the President of the Association by Officers, Trustees, Committee and Council Chairpersons and members, employees, consultants and advisors. There is no time limit on disclosure.

CONFLICT OF INTEREST COMMITTEE

The President shall convene the Conflict of Interest Committee either by conference call, or if time permits, an actual meeting to discuss the matter that has been disclosed to him/her.

The Conflict of Interest Committee should be a Board of Trustees Committee consisting of the Association Secretary, a Trustee who is not a Council member (except for the Councils on Annual Session, Past Presidents' and Nominations) appointed by the President for a one year term, and in addition, the appropriate Council or Committee Chairmen if any. The Association Attorney and the Executive Director shall be members of the Committee but shall not have a vote.

The action of the Conflict of Interest Committee shall be reported at the next Board of Trustees meeting by the President.

APPEAL PROCESS

There is no need for an appeal process. The Board of Trustees can delegate authority until the matter comes before the Board, but the Board of Trustees is the final authority.

DECISION OF THE BOARD OF TRUSTEES

Decisions of the Board of Trustees will be published in the Board minutes only.

RULES OF THE BOARD OF TRUSTEES

The Conflict of Interest policy and procedures are to become part of the Rules of the Board.

Name: _____

Signature: _____

Date: _____

(As Amended by the House on 11/7/90 and the Board of Trustees on 2/27/91 & 8/28/91)