

Updating your Annual COI disclosure guidance

- Go to the COI tab, then select Create my Certification

OSWEGO STATE UNIVERSITY OF NEW YORK

Home Courses Agreements **COI** Facilities Grants IACUC IRB Safety

COI

COI

COI Submissions

COI Meetings

COI Reports

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All Certifications Administrative Review Under Management Plan

Filter by ID Go Clear Advanced

ID	Name
DC00000215	Update to Hank Huff (dept4)(230)'s disclosures 12.14.2017

page 1 of 1

- Add a reason that you are updating your COI, i.e. something new to disclose, forgot to disclose something current. Then hit ok.

Create My Certification

Please enter why you are updating your disclosures:

OK Cancel

- Select the edit button.

Home Courses Agreements **COI** Facilities Grants IACUC IRB Safety

COI Submissions > Update to Hank Huff (dept4)(230)'s disclosures 12.14.2017

Draft

Type: Disclosure Update | ID# DC00000215 Discloser: **Hank Huff (dept4)(230)** | Phone:

Date Created: 12/14/2017

My Current Actions

Edit

Printer Version

Submit Disclosures

Log Comment

My Disclosures

Meetings

Reports

COI Discloser Quick Reference

COI Advanced Reports Reference

COI QuickStart Guide

Disclosures History

Notes to Discloser

This institution is committed to ensuring its faculty an open and productive environment in which to conduct teaching, patient care, and research with each other and with outside institutions, along with the heightened national and governmental sensitivity to such matters.

Principal investigators should ensure that any staff, students, or other employees who participate in the design, conduct, or reporting of research must complete an annual disclosure form. Disclosures must also be updated during the year whenever interests change.

To prepare for completing this form, you may want to collect the following documents:

- any consulting agreements you have signed this year
- receipts from travel paid by outside companies
- any stock option agreements
- your stock portfolio summary
- your IRS 1040 and/or 1099 forms.

To get started: Click on the "Edit" button to the left, under "My Current Actions".

My Disclosures

- Update your COI with the new information.
- Then check the box that you are ready to submit, hit the finish button and submit as usual.