

## **UCSF SURGICAL INNOVATIONS PROGRAM CONSULTANT CODE OF CONDUCT**

The UCSF Department of Surgery and its Surgical Innovations program aims to bring together innovative UCSF physicians with colleagues, seasoned professionals and entrepreneurs to increase the potential for developing successful medical innovations, particularly in the area of medical devices. During the early stages of innovation, privileged and confidential information may need to be shared. The purpose of this Code of Conduct is to enable open discussion and optimal cross-fertilization, while minimizing the risk of premature public disclosure of intellectual property and ensuring that intellectual property can be appropriately protected so that new technologies can be developed for the broadest possible societal benefit. This Code of Conduct also serves to minimize potential conflicts of interest and ensure that advice and guidance given to UCSF researchers is fair and objective.

### **GUIDELINES FOR HANDLING OF CONFIDENTIAL AND PRIVILEGED INFORMATION**

Consultants ("Consultant" or "Consultants") have volunteered their time and expertise to review new ideas from UCSF researchers for medical device innovations and to provide advice to UCSF researchers on a privileged and confidential basis. Meetings and activities scheduled between Consultants and UCSF researchers are considered privileged unless specifically identified as a public meeting or activity. By participating in the privileged review and mentoring activities of the Department of Surgery and its Surgical Innovations program, the Consultant agrees to:

- Hold all confidential and privileged information received during these activities in confidence for a period of at least three years from the date of receipt;
- Use the confidential and privileged information solely for the purpose of participating in the Department of Surgery activities as described in this Code of Conduct;
- Not use the confidential and privileged information for personal or third party gain at the expense of UCSF or its researchers;
- Notify Department of Surgery administrative staff of any potential conflict of interest as soon as such conflict is identified;
- Recuse herself/himself from participating in any meeting or activity where there might be a conflict of interest.

### **GUIDELINES FOR HANDLING OF INTELLECTUAL PROPERTY**

When a Consultant advises and mentors UCSF researchers, intellectual property in the form of patentable inventions, copyrights and trademarks may be developed. Ownership of inventions made by University of California employees will be governed by the University of California policies (for more information, see <http://policy.ucop.edu/doc/2500493/PatentPolicy>, <http://ucnet.universityofcalifornia.edu/forms/pdf/upay-585.pdf> and <http://copyright.universityofcalifornia.edu/resources/copyright-ownership.html>). By participating in mentoring activities as part of the Department of Surgery, the Consultant may become a co-inventor of

a patent and/or a co-author or co-creator of copyrights, as determined under U.S. patent and copyright laws. As a Consultant for the Department of Surgery, you hereby assign any right, title or interest in such intellectual property to The Regents of the University of California, in return for being treated as a University of California inventor/author for the sole purpose of receiving a share of licensing income resulting from the licensing of the patent or copyright as provided for under the University of California Patent Policy or UCSF's copyright income distribution policy. You further represent that you do not have obligations to a third party that would conflict with such assignment of intellectual property rights.

#### GUIDELINES FOR HANDLING CONFLICT OF INTEREST

A conflict of interest may arise when a Consultant has a professional and/or financial interest that competes with a Department of Surgery project. Such conflicts can make it difficult for a Consultant to act in a fair, unbiased and objective manner. Even the appearance of a conflict of interest can undermine the confidence in the ability of the Consultant to provide fair and unbiased guidance or advice. Conflict of interest becomes a problem in situations in which the Consultant tries to influence a decision for personal gain, or use information for personal gain at the expense of UCSF researchers. Consultants must avoid working on Department of Surgery projects for which conflict of interest exists, and should notify Department of Surgery administrative staff if there is the potential for such conflict, so that appropriate next steps can be discussed.

I understand my roles and responsibilities as a Consultant for the UCSF Department of Surgery, and agree to follow and abide by the guidelines and terms set forth in this Code of Conduct.

Consultant Signature: \_\_\_\_\_

Consultant Name: \_\_\_\_\_

Date: \_\_\_\_\_

Email address: \_\_\_\_\_

\_\_\_\_\_ I would like to opt-out of email updates about the program.