

The American Board for Accreditation in Psychoanalysis, Inc.
28 East 39th Street
New York, NY 10016
www.abapinc.org

TO: ABAP, Inc. Leadership and On-Site Evaluators

FROM: Office of Accreditation

SUBJECT: Documentation ref “Conflict of Interest” Policy

Please read the ABAP, Inc. “Conflict of Interest” Policy which is attached to this documentation sheet.

Then note your familiarity and compliance with this Policy in your leadership or on-site evaluator role by signing this document and returning it to the Office of Accreditation as soon as possible.

Leadership Acknowledgment and Compliance Statement;

I _____, have read, understand and acknowledge the principles and standards contained in the Board and the ABAP, Inc. "Conflict of Interest Policy" attached to this Documentation. I agree to adhere to, and comply with such principles and standards.

I also understand that breaches of this Code and "Conflict of Interest Policy" constitute grounds for removal in any of my leadership roles.

Please Sign Here: _____

Print Name Here: _____

Leadership Role: _____
(Board, COA, On-Site Evaluator, Staff, Consultant, CEO in API)

Date: _____

“Ensuring Integrity in Psychoanalytic Education and Training”

ABAP, Inc. “Conflict of Interest Policy”

Handbook for Accreditation

Section XIX. Policies Regarding Leadership

Evaluation policies and procedures used in the accreditation process provide a system of checks and balances to ensure fairness and impartiality in all aspects of this process. Central to assuring that the procedural aspects of the Board’s and agency’s operations are fair to all participants and that its decision making processes are impartial, it is an organizational and personal duty to avoid real or perceived conflicts of interest. The potential for conflict of interest arises when one’s duty to make decisions in the public’s interest is compromised by competing interests of a personal or private nature, including but not limited to pecuniary interests. A conflict of interest exists when conditions or circumstances preclude, or interfere with, an individual’s capacity to make an objective decision or conflict with the outcome of the decision made. In these instances, individuals must recuse themselves from deliberation and voting. Conflict of interest is considered to be any relationship with an institute, institution, or program that might interfere with objectivity in the accreditation review and decision making process.

Furthermore, all individuals participating in the ABAP, Inc. accreditation process, including but not limited to Board members, members of the COA, on-site evaluators, consultants, ABAP, Inc. staff members, and anyone serving as an ABAP, Inc. representative, have an obligation to avoid real or perceived conflicts of interest in carrying out their accrediting responsibilities. A conflict of interest is defined as any relationship with an ABAP, Inc. accredited institute or program, or an institute or program that is seeking ABAP, Inc. accreditation, that could interfere with the ability of the individual to exercise objectivity in the accreditation process. A perceived conflict of interest is any such relationship that could be perceived as interfering with the individual’s ability to exercise objectivity. Circumstances that may create a real or perceived conflict of interest include, but are not limited to, situations in which an individual:

1. Is employed by the institute or program that is seeking or already holds ABAP, Inc. accreditation or has a close relative (spouse, parent, child, or sibling) who is so employed.
2. Is, or has been, a consultant to the institute or program or has a close relative who is, or has been, such a consultant.
3. Has a monetary or personal interest in the outcome of the accreditation decision regarding the institute or program.
4. Is a graduate of the institute or institution housing the program or
5. Has a close personal relationship with an individual or individuals involved with the institute or program.
6. Is unable to embrace the institute or program with positive regard.
7. Has access to “unofficial” program information;
8. Operates an institute or program in direct competition with the institute or program under review;
9. Is unacceptable to officials of the institute or program for a valid reason.