**Data Steward Report**

**Data Steward**

Provide the name of the data steward and date of report submission:

|  |  |
| --- | --- |
| **Data Steward** |  |
| **Data Steward** *(if more than one)* |  |
| **Date of Report Submission** |  |

**Conflicted Investigator**

Provide the name of the conflicted investigator and the name of the entity in which they have a financial interest:

|  |  |
| --- | --- |
| **Conflicted Investigator** |  |
| **Entity** |  |

**Research**

Provide the non-human or animal research projects or human research protocols that are subject to data steward oversight and included in this report:

|  |  |
| --- | --- |
| **Grant, Sponsored Research Agreement, or Protocol Number** | **Title** |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**Data Steward Meeting**

The most recent data steward meeting occurred on:

|  |  |
| --- | --- |
| **Date** |  |

**Study Team**

Provide the names of study team members who participated in the data steward meeting:

|  |  |  |
| --- | --- | --- |
| **Name** | **University Title** | **University Department** |
|  |  |  |
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|  |  |  |
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**Considerations for Identification of Possible Bias**

The data steward should meet with study team members, review submitted or published papers, and review additional information as needed to identify possible bias in the design, conduct, or reporting of University research that might result from a conflict of interest.

Following are examples of questions that may be discussed with the study team:

1. Do you find evidence that the financial interest entered any decisions to include or exclude data?
2. Do you find evidence that the financial interest led to the exclusion of data in the research results?
3. Are there any progress reports? Would a reasonable outside reviewer have justifiable concerns that the financial interest influence any of the reports?
4. Do you have any concerns that the conflict of interest associated with this research led to bias in data collection or data interpretation during the research or to reporting of the research results?
5. Do you have any concerns that the conflict of interest associated with this research may have biased the objectivity of any investigator in the research?

Regarding submitted or published papers, the data steward should confirm the conflict of interest has been disclosed as required in the conflict management plan.

**Conclusion**

Select one of the following:

|  |  |
| --- | --- |
|  | 1. **I have identified no bias** in the design, conduct, or reporting of the research that might result from the conflict of interest. |
|  | 1. **I have identified possible bias** in the design, conduct, or reporting of the research that might result from the conflict of interest. |

If box 2 is selected, provide a summary of the concerns you or study team members have regarding possible bias in the design, conduct, or reporting of the research that might result from the conflict of interest:

Provide any other comments here: