



## **OMeGA Review committee position description**

### **OMeGA's mission**

To advance the discipline of orthopaedic surgery by supporting fellowship programs through the independent and transparent administration of educational grants.

### **Position**

Review committee members support the work of OMeGA by using their subspecialty expertise and understanding of graduate medical education to annually review fellowship grant applications. Review committee members also serve as liaisons between OMeGA and the subspecialty societies.

### **Qualifications**

Ideal Review committee candidates will have the following qualifications:

- Board certified US orthopaedic surgeon in practice for at least four years
- Extensive experience in their orthopaedic subspecialty
- A commitment to support non-conflicted graduate medical education
- Able to adhere to OMeGA's conflict of interest policy as outlined below

### **Participation**

Review committee members meet 3-4 times each year, through teleconference/videoconference, or in-person, usually at the AAOS annual meeting. They are encouraged to be involved and offer their expertise on various projects that come up throughout the year.

### **Outreach**

OMeGA is a small organization and cannot accomplish its goals without the help of its volunteers and affiliated organizations dedicated to supporting orthopaedic graduate medical education without conflicts of interest. Review committee members are expected to discuss their involvement with OMeGA and its work. Communications include:

- Introducing OMeGA and sharing news
- Suggesting programs seeking funding apply for OMeGA grants, both within your institution and in other institutions
- Encouraging colleagues to apply to be Review committee members
- Conveying OMeGA's interest in working with subspecialty societies and groups
- Thanking current donors
- Encouraging prospective donors to support OMeGA
- Correcting OMeGA misinformation

The Review committee plays an important role in increasing OMeGA's funding and members of the board and Review committee may be asked to join current or prospective donor meetings to provide targeted subspecialty involvement. These meetings may occur during the AAOS, subspecialty, and AOA annual meetings.

### **Application review**

Grant applications are evaluated by the subspecialty experts on the Board and Review committee. Applications are assigned to reviewers in mid-December and are completed by mid-January through OMeGA's online grant

management system, Grant Lifecycle Manager (GLM). The number of applications varies from 10-50, depending on the subspecialty. Each application takes approximately 10 minutes to review. Applications are ranked and blind aggregate score sheets are returned to reviewers. Each subspecialty Review committee schedules a teleconference to discuss outcomes and recommend recipient rankings. OMeGA provides a step by step help guide to help navigate the online grant management system.

### **Conflict of interest policy**

In accordance with OMeGA's mission, Review committee members must avoid conflicts of interest including:

- Members must verify that they have no "financial interest" in any orthopaedic medical device, pharmaceutical and biotechnology companies. "Financial interest" shall mean ownership or personal compensation arrangements such as employment, consulting, speaking, gifts, or development relationships. Ownership of less than 5% in publicly traded securities and mutual funds in orthopaedic medical device, pharmaceutical and biotechnology companies will not be considered a "financial interest."
- Members must disclose all development/financial roles that may negotiate with medical industry for education or research funding on behalf of their orthopaedic department, currently and in the previous two years.
- Members must disclose any financial or other personal considerations that may compromise, or may have the appearance of compromising, their ability to serve as an objective evaluator of graduate medical education programs. Members must provide disclosures throughout the year regarding any potential or perceived new conflicts of interest that arise.
- Members must verify their name does not appear on any of the industry, state-mandated or CMS Open Payment disclosure lists. Reportable payment activities are detailed on the [Centers for Medicare & Medicaid Services \(CMS\)](#) website. If a member's name does appear on a disclosure list, the member must indicate which list, the date and circumstance.
- OMeGA understands that reports of payments are not an indication of improper relationships. If a company underwrites an event, the attendee list is submitted to CMS whether or not all attendees participated in a reception. Individuals must approach the company's staff on-site and ask that their name be removed from the list because they are not participating. Individuals must also check the CMS website for their name during the review period, before it is open to the public. If their name appears, they must contest and request their name be removed if the instance is a mistake.
- Member and immediate family members may not have current ties to industry and may not have received remuneration from industry in the past two years.
- Members may not enter into any industry agreements or arrangements that are conflicts of interest while an OMeGA Review committee Member.

Review committee members must comply with OMeGA's conflict of interest policy on an annual basis by signing OMeGA's Review committee conflict of interest form.

Service on OMeGA's Review committee is without remuneration, except for preapproved travel costs in relation to the committee member's duties. New members are announced on the OMeGA website in late December. Full bylaws can be found on the [OMeGA website](#).

### **Moving to the OMeGA Board of Directors**

Once a Review committee member has served at least one full term, he or she may apply to join the OMeGA Board of Directors. All members of the board of directors must also be active members of the AOA.