

From: Adkison, Claudia R
Sent: Wednesday, October 01, 2003 3:06 PM
To: Nemeroff, Charles B
Cc: Seiton, Brenda J
Subject: agreements

Dear Charlie,

We just talked on the phone and I relayed to you Tom's request that you send over all your consulting and other types of agreements that you have with external entities for review by Brenda and me. If necessary, some may also be reviewed by the Conflict of Interest Committee. If you have verbal agreements with any external entity that results in money to you, the terms of those should be summarized by you and sent over also. The information you send over should include anything for which you receive funds or in-kind interests of value; e.g., stock, stock options, trips, airfares and hotels, cash or checks, gifts, gifts to the department in return for service by you, etc. -- and should include the terms that establish the actual amount you receive in every category.

While there may be others, in particular I need to review your agreements with Astrazeneca, Bristol-Myers Squibb, American Foundation for Suicide Prevention, Wyeth-Ayerest, Janssen Pharmaceutical Products, Eli Lilly & Co., Merck & Co., and Glaxo-Smith Kline (GSK). These are non-federal sponsors of your research.

As far back as I can recall, the School has had a policy that all such agreements are to be reviewed prior to execution and approved by the Dean's office. Although we are after-the-fact to date (although I believe you and [REDACTED] may have reviewed some of these at a time when federal regulations were different), Tom believes it would be a very good idea to ensure that you and we do have documentation that shows your external relationships have been reviewed and that either there are no conflicts of interest with your research and administrative roles or that your COIs have a management plan in place.

As I said in our telephone conversation, this review is just to ensure that we have a well-documented record.

Tom wants us to review these agreements immediately, so I would appreciate it if you could provide copies today or tomorrow. As we look through them, I will let you know if we have any questions.

Thank you very much, Charlie, for assisting me in this.

Sincerely,
Claudia