

Declarations of Interest: An Overview of Policy and Process at NBT



Declarations of Interest Policy

- NBT's Declarations of Interest Policy is in line with NHS England guidance and it is important that all staff are familiar with the principles set out.
- **All** relevant interests should be declared, even where no conflict currently exists or is anticipated.
- It is an NHS Constitution Key Principle that 'All NHS staff must seek to ensure that they are not placed in a position which risks, or appears to risk, conflict of interest between individuals and the interests of the Trust'.

BMA: Examples of Competing Interests

- **Personal financial interest** – the possibility of financial gain, either personally or in relation to a family member – may include direct or indirect payments or financial interests in health providers or products
- **Non-financial personal interest** – the possibility of payment or other benefit to an organisation in which you are employed, including research grants, grants or sponsorship to posts or members of staff
- **Personal non-financial interest** – these include professional or reputational interests that may have a bearing on the matter in hand
- **Indirect interests** – where you may have a close association with another individual who may stand to benefit from a decision you are making.

<https://www.bma.org.uk/advice-and-support/ethics/personal-ethics/transparency-for-doctors-with-competing-interests>

NHS England Declaration Categories:

- Annual Nil Declaration
- Clinical Private Practice
- Donations
- Gift
- Hospitality
- Loyalty Interests
- Nil Declaration
- Outside Employment
- Patents
- Shareholdings and other ownership interests
- Sponsored Events
- Sponsored Posts
- Sponsored Research

Examples of Interests:

- Gifts from commercial suppliers, expensive hospitality, or gifts from patients or relatives valued over £50. NB cash, or cash-equivalent gifts such as vouchers, of any amount should always be declined.
- **All private clinical practice.**
- Additional paid work, employment, and ownership or shares in businesses.
- Personal or family loyalties to other third party organisations, groups or businesses.

Declarations of Interest process

- All staff are obliged to declare any interests and NBT has an electronic system, Civica Declare, which makes it easy to do this.
- ‘Decision-making’ staff (see policy for how we categorise decision-making staff) receive periodic reminders from the system and will also be expected to submit a nil return if applicable.
- Confirmation of Declaration of Interests or Nil Return also forms part of the appraisal process for doctors.

Civica Declare - Declarations of Interest System

- Civica Declare is the Trust’s specialist declarations of interest software, fully compliant with NHS England Guidance.
- It’s a standalone website with two portals – Staff and Public.
- The Public portal publishes Declarations of Interest for decision-making staff.
- The Staff portal is the route for staff to submit their declarations.
- If you are categorised as a ‘decision-maker’ you will be sent an automated email from the system within your first three months, setting out login instructions.
- If you are not a decision-maker, or require a login, head to the staff portal and click on ‘Forgotten Password’, or contact the Corporate Governance Team.



'providing greater transparency on declarations of interest'



09/07/2020 15:12:14

Welcome to the North Bristol NHS Staff Declarations Website

Providing transparency and accountability

This website allows members of the public to view the Trust's Register of staff declarations of interest, thus providing transparency and accountability in compliance with the latest NHS England guidance. You can view the Declarations of Interests Register by visiting the Declarations web page.

[Learn More »](#)

Public Register

In accordance with NHS England Guidance the **Public Register** displays declarations of interest made by our staff. The **Summary** section displays totals for the selected financial year. The **Declarations** section displays a list of recent declarations, which can be filtered and viewed individually.

Summary

Financial Year All Years

Staff Type	Staff Count	Staff That Have Made A Declaration	Staff That Have Not Made A Declaration	Total Number of Declarations Made
All	26	10	16	42
Contracted	13	1	12	1
Non Contracted	13	9	4	41
Decision Makers	18	6	12	7
Non Decision Makers	8	4	4	35

Declarations

Filter » Refresh » 10

Total Records: 1

28/02/2020 - Tamara Duives
Governor
Clinical Private Practice

[more »](#)

The screenshot shows a web browser window displaying the NHS Staff Declarations website. The user is logged in as Nick Goodman. The page title is "My Declarations" and it features a "New" button. Below the title, there is a filter section with two dropdown menus: "Filter declarations by Job Role" (set to "Declarations for all job roles") and "Filter declarations by Job Role" (set to "Declarations for all job roles"). A list of declarations follows, each with a date, job role, and a dropdown arrow. The first declaration is highlighted in blue:

- 25/02/2020 - Occupational Therapist
- 25/01/2018 - NI Declaration
- 24/01/2018 - GPs - £250.00
Tickets to Isle of Wight Festival
- 03/01/2018 - Shareholdings and other ownership interests
0000
- 01/12/2017 - GPs - £50.00
Advent Calendar - Wine
- 20/11/2017 - GPs - £25.00
Cheese
- 20/11/2017 - Hospitality - £2,000.00
Trip to America, all expenses paid, conference
- 18/11/2017 - GPs - £300.00
Tickets to a show
- 20/10/2017 - GPs - £10.00
Chocolate
- 18/10/2017 - NI Declaration
- 10/10/2017 - GPs - £20.00
expenses made committee
- 26/08/2017 - Clinical Private Practice
/PHI

Any Questions, please contact the Corporate Governance Team:

Email: trust.secretary@nbt.nhs.uk

Xavier Bell – Director of Corporate Governance & Trust Secretary

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Link to Civica Declare, User Guide, Policy and FAQs are all available on the Corporate Governance Team page on LINK