



REPRESENTATIVE PROGRAM POLICY

UPDATED 14 FEBRUARY 2024



Representative Program Policy

1. REPRESENTATIVE PROGRAM

- 1.1.** The policies and procedures outlined in this document will help ensure the following.
- a) Alignment and consistency across all levels of the RNA Player Development Pathway.
 - b) Transparency in selection criteria and processes.
 - c) Improved planning and execution of all aspects of the selection strategy.

2. OBJECTIVES

- 2.1.** To select the best 10 (minimum) to 12 (maximum) available players, relative to positional requirements, to participate in the relevant Netball NSW competitions across all age groups and divisions capable of achieving.
- a) The RNA goals and objectives.
 - b) Support of the RNA representative pathways.

3. RNA SQUADS & TEAMS

- 3.1.** The following teams are part of the RNA representative program. This document refers to the following teams collectively as "Squads and Teams".
- a) RNA Metro League teams.
 - b) RNA State Title Teams.
 - c) RNA Summer representative teams.
 - d) RNA Development Teams; and
 - e) Any other team or squad as the RNA determines from time to time.

4. PLAYER ELIGIBILITY

4.1. All PLAYERS MUST

- a) Be a current financial member of Netball NSW.
 - (i) The Junior and Senior Convenors to check that players have met the financial criteria.
 - (ii) Pay the administration fee as determined by RNA for trialing.
- b) If selected in any team listed at 3.1 above, the player must be registered with an affiliated RNA Club.

Representative Program Policy

- c) notwithstanding the eligibility requirements set out above, the Executive, at its discretion, may grant an exemption to an ineligible player who may not be a member of Netball NSW; and
- d) When players submit their nomination form, they must advise of any absences, commitments, injuries, and holidays that will affect their availability to play or train as this may affect their selection.

4.2. Prescribed fees

- a) Players who nominate for selection in Metro League must pay the prescribed fee as determined each year by RNA:
 - (i) If successful with selection, the trial fee will be deducted from any fees to be paid.
 - (ii) If unsuccessful with selection, RNA will refund 90% of the trial fee.
 - (iii) No refund is provided for non-attendance.
 - (iv) If a Metro League player accepts a position in a RNA Metro Team and then withdraws, no refund is provided.
- b) Senior Players (excluding Metro League Players) – the trial fee is an Administration fee.
- c) Junior Players – 12 years, 13 years, 14 years, 15 years, and 17 years – the trial fee is an Administration fee; and
- d) 11 years Development Players – the fee includes the administration fee and development program.

5. SELECTORS

- 5.1. The Executive Committee will be responsible for the creation of the Selector Appointments Committee (SAC) and its chairperson.
- 5.2. The SAC will be made up of
 - a) Three (3) - Executive Members, consisting of Vice President Junior and Senior; and
 - b) Two (2) - Club members.
- 5.3. A Player Selection Panel (PSP) will be created for each of the squads and teams.
- 5.4. The SAC will be responsible for the creation of the representative PSP.

Representative Program Policy

5.5. If a selection panel is short of selectors, the Junior/Senior convenor can nominate a member of the SAC, with selector qualifications, to be included in a PSP panel.

5.6. A PSP will be created for each of the squads and teams.

6. PLAYER SELECTION PANELS (PSP)

6.1. At the determination of the SAC the PSP may include one (1) selector from the Premier League franchise.

6.2. The representative Head Coaches, where known, will be appointed as a member of the PSP on their appointed team only.

6.3. The RNA Junior/Senior convenors will appoint a chairperson for each PSP. The Chairperson will facilitate discussion, decision making, ensure the integrity of the selection process is maintained and the policy is adhered to.

6.4. The chairperson will be the spokesperson for the PSP.

6.5. The RNA Senior/Junior Convenors will provide administrative support to the Chairperson of the PSP ie., arrange and organise meetings, liaise with the Executive and oversee the administrative requirements of all selections.

6.6. Coaches of junior representative and development teams may be selectors on any senior PSP. Coaches of senior representative and development teams may be a selector on any junior PSP unless otherwise determined by the SAC as needs arises.

6.7. SAC reserves the right to vary the composition of the panels, when required.

6.8. All final selections will be made based on the decisions by the majority of each panel. The Head Coach has the casting vote, if needed.

6.9. If required throughout the season, the PSP's will meet to discuss selections.

6.10. The decisions of the PSP will be final. In general, an appeal will only be considered if the procedures are not adhered to, or the player was not given fair and equal opportunity during the selection process. An appeal will not be heard on a subjective basis that the player believes they are better or more deserving than a selected player.

6.11. The same selection ranking system will be applied to all PSPs.

6.12. Junior and Senior convenors may be an observer on PSP's; and

6.13. The SAC may appoint an RNA executive member to a PSP, if required.

Representative Program Policy

7. SELECTOR APPOINTMENT PROCESS

- 7.1. RNA will advertise the roles for all selectors. The advertising period will be a minimum of 14 days and will include a closing date.
- 7.2. Selectors are to be available for the whole process of their allocated panel, which may include a selection carnival.
- 7.3. The term of appointment of selectors will be one (1) year from appointment.

8. SELECTOR APPOINTMENT CRITERIA

- 8.1. Persons wishing to be considered for appointment as a selector must fulfill the following criteria.
 - a) RNA Executive reserves the right to refuse a nomination.
 - b) Be a current financial member of Netball NSW.
 - c) Complete Netball NSW “Select for Netball Success” course.
 - d) In addition to the above criteria, individuals must also address a minimum of ONE of the following criteria:
 - (i) Coaching qualification - as a minimum, must hold the Development Coaching Accreditation.
 - (ii) Coaching experience - have coached within the last five (5) years at a minimum of State Titles Team level.
 - (iii) Playing experience - can demonstrate playing experience at Metro League or past equivalent; or
 - (iv) Experience as a selector.

9. CONFIDENTIALITY REQUIREMENTS

- 9.1. All members of a PSP will be required to sign an RNA Selectors Agreement – refer Appendix A.
- 9.2. Selectors providing input to the panel must not discuss selection matters with any other person.
- 9.3. Breaching of the confidentiality agreement, will lead to immediate removal from the selection panel; and
- 9.4. All members of a PSP will be required to complete and sign an RNA Conflict of Interest form – refer Appendix B. The Conflict-of-Interest register will be managed by the Secretary or Admin Officer of RNA. The Conflict-of-Interest register will be available for review by Selectors and the Executive.

Representative Program Policy

10. PLAYER SELECTION

10.1. Nomination Process

- a) Dates for selection, trials and nomination forms will be published on the RNA website and across social media platforms.
- b) RNA Executive reserves the right to refuse a nomination.
- c) All players seeking selection will be responsible for submitting their nominations by the closing date.
- d) If an RNA Metro player is not selected for RNA's 17 years or Open Teams, they can seek an exemption from RNA to play for another Association.

10.2. Selection Process

- a) The PSP will select all RNA squads and teams as outlined at 3.1.
- b) The PSP for Senior and Junior selections will include four (4) nominated selectors and the Head Coach of the Squad/Team. Refer hereunder regarding Metro League Teams.

10.3. Metro League teams selections will comprise of:

- a) The Metro League panel will consist of five (5) nominated selectors who will select all RNA Metro League Squads/Teams. One of the selectors will be the RNA Head Coach of Metro League Team 1.
- b) Players should be viewed at least once in both nominated positions.
- c) The Metro selectors will review team selections should there be any withdrawal following the announcement of the teams and replace players where needed.
- d) Any injuries, extended absence, sickness or personal commitments, the metro selectors will be responsible for any replacement's players.
- e) All selection paperwork is to be handed to the Senior Convenor after each selection phase. At the conclusion of selections all paperwork is to be given to the RNA Secretary.

10.4. Senior Selections (excluding Metro Team) will comprise of

- a) Selections for Seniors State titles, Summer Series; Men's and Master's teams can be a trial process or a paper selection.
- b) If a trial process is conducted, players must be viewed at least once in their nominated positions.

Representative Program Policy

- c) The convenor will notify players who will progress to subsequent phases.
- d) The PSP will determine the number of players to progress in each phase.
- e) At the conclusion of the trials, the convenor will name the RNA Squads and teams to complete in the relevant competitions.
- f) The senior selectors will review team selections should there be any withdrawal following the announcement of the teams.
- g) All selection paperwork is to be handed to the Senior Convenor after each selection phase. Once selections are finalized, all paperwork is to be given to the RNA Secretary.

10.5. Junior Selections will comprise of

- a) Selections will be conducted in phases with additional phases added, if required.
- b) Players should be viewed at least once in both nominated positions.
- c) The PSP will determine the number of players to progress in each phase.
- d) The PSP panel will notify players who will progress to subsequent phases.
- e) At the conclusion of the trials, the panel will name the RNA squads and teams to compete in the relevant competition.
- f) The junior selectors will review team selections should there be any withdrawal following the announcement of the teams.
- g) All selection paperwork is to be handed to the Junior Convenor after each selection phase. Once selections are finalized, paperwork must be given to the RNA Secretary.

10.6. Announcement of Teams/Squads

a) Metro League Team/Squads

- (i) The Senior Convenor will contact the successful players to confirm acceptance of the position prior to the team being announced. Upon verbal acceptance to the position, a letter of acceptance detailing the payment process will be generated.
- (ii) Announcement of the teams/squads will be posted on RNA website and social media.

Representative Program Policy

- (iii) Invoices will be generated for any fees and payments to be incurred.
- (iv) All fees must be finalised, in full, within timeframes determined by RNA Executive Committee.

b) Senior Teams/Squads

- (i) The Senior Convenor will contact the successful players (parents if under 18 years) to confirm acceptance of the position prior to the team being announced. Upon acceptance to the position, a letter of acceptance detailing the payment process will be generated.
- (ii) Announcement of the teams/squads will be posted on RNA website and social media.
- (iii) Invoices will be generated for any fees and payments to be incurred.
- (iv) All fees must be finalised, in full, within the timeframes determined by RNA Executive Committee.

c) Junior Representative and Development Teams.

- (i) The Junior Convenor will contact the successful players (parents if under 18 years) to confirm acceptance of the position prior to the team being announced. Upon acceptance to the position, a letter of acceptance detailing the payment process will be generated.
- (ii) Announcement of the teams/squads will be posted on RNA website and social media.
- (iii) Invoices will be generated for any fees and payments to be incurred.
- (iv) All fees must be finalised, in full, within the timeframes determined by RNA Executive Committee.

d) 11-year Development Teams/Squads

- (i) The Junior Convenor will contact the successful players (parents if under 18 years) to confirm acceptance of the position prior to the team/squads being announced. Upon acceptance to the position, a letter of acceptance detailing the payment process will be generated.

Representative Program Policy

- (ii) Announcement of the teams/squads will be posted on RNA website and social media.
- (iii) Invoices will be generated for any fees and payments to be incurred.
- (iv) All fees must be finalised, in full, within the timeframes determined by RNA Executive Committee.

10.7. Injured or Sick Players – All Squads and Teams

- a) A player who is injured must provide a medical certificate from a doctor or health professional.
- b) The relevant Convenor is to be notified by the Coach/Manager when a player is unable to train or play due to injury.
- c) An injured player must provide clearance from a doctor or health professional to the relevant Convenor to return to training and/or playing.
- d) When a player is ill, the player must inform the manager of the team of their non-attendance at training and/or playing.
- e) Injured players are expected to attend training and fitness, where possible.
- f) After three (3) weeks of non-participation the relevant convenor should be advised by the Coach/Manager of any injury/illness. The relevant Convenor with the PSP will determine whether a replacement player is to be selected.

11. REPLACEMENT PLAYERS/PROCESS

11.1. Metro League players

- a) Replacements of player(s) before the competition commences will be determined by the selectors.
- b) Where a player can no longer play in the competition, the selectors will determine the replacement player(s).
- c) Should a stand-in player be required for Metro Team 1, the following should occur.
 - (i) Consult with RNA Premier League coaches for available players.
 - (ii) Consult with Metro coaches to identify a potential player for Metro Team 1.

Representative Program Policy

- d) If a team requires a stand-in player, other than Metro Team 1, all metro league coaches to be consulted and make a group decision about the stand-in player.
- e) The Senior Convenor must be advised of any stand-in player prior to a scheduled game.
- f) The PSP must approve all additional registrations.

11.2. Senior Players

- a) The PSPs, where required, will consider eligible replacement players. The following procedure is to be applied:
 - (i) Senior Convenor to be advised.
 - (ii) Relevant positions.
 - (iii) Identified from the selection process and/or.
 - (iv) New registrations who may not have trailed.

11.3. Junior Players

- a) The PSPs, where required, will consider eligible replacement players. The following procedure is to be applied:
 - (i) Junior Convenor to be advised.
 - (ii) Relevant positions; and
 - (iii) Identified from the selection process ie development players.
 - (iv) If development squads need a player, consideration may be given to players who may not have trailed.

11.4. Grounds for replacement

- a) Without notification, failure to attend training, fitness sessions or games without RNA sanction may result in a player being replaced.
- b) A player withdraws.
- c) **Player illness:**
 - (i) The player (or parent if under 18 years) is to inform the team coach and team manager if they are unable to attend training and competition games due to illness.
 - (ii) If illness continues after one playing week (including training), a medical certificate from a doctor or health professional must be provided.
 - (iii) After three (3) weeks of non-participation the relevant convenor should be advised by the Coach/Manager of any illness. The relevant Convenor with the PSP will determine whether a replacement player is to be selected.

Representative Program Policy

- d) **Player injured:**
 - i) The player (or parent if under 18 years) must advise the team coach and team manager of their inability to attend training and/or competition games.
 - ii) A player must provide the team coach and team manager with the timeframe and return to training and competition games.
 - iii) All injured players must provide a medical certificate from a doctor or health professional for clearance to return to training and competition games.
 - iv) After three (3) weeks of non-participation the relevant convenor should be advised by the Coach/Manager of any illness. The relevant Convenor with the PSP will determine whether a replacement player is to be selected.
- e) **Breach of Discipline**
 - (i) A player may be considered for replacement due to a breach of the Netball NSW Code of Behaviour or the RNA Player Agreement.
 - (ii) The Head Coach will immediately advise the relevant Convenor of the situation who will initiate the RNA Discipline procedures.

12. LATE APPLICATIONS AND EXEMPTIONS

12.1. Late applications

- a) Reason(s) for the late application must be disclosed by the player and include, where appropriate, relevant documentary evidence. The relevant convenor and the RNA cPresident will determine if the player is to be permitted to trial.

12.2. Exemptions

- a) Where a player applies for an exemption from any of the phases, written documentation and proof of evidence must be supplied. The relevant Convenor and the RNA President will determine if the player is to be permitted to be considered for selection.
- b) Where exceptional circumstances prevented a player from attending trials or phases, the reason for the non-attendance must be provided to the relevant convenor. The convenor and the PSP will consider the request.

Representative Program Policy

- c) The reason(s) for non-attendance must be disclosed and include, where appropriate, relevant documentary evidence.
- d) The Convenor and the RNA President will determine if the player is to be permitted to be considered for selection.

13. REPRESENTATIVE TEAM OFFICIALS

13.1. Representative team officials may include:

- a) Head Coach, Assistant Coach, Team Manager and Primary Carer.
- b) Development Coach or Apprentice.

14. APPOINTMENT PROCESS - COACHES

14.1. All coaching roles will be advertised and where possible appointments made prior to the selection process of representative teams and squads.

14.2. The RNA Executive Committee will determine a selection panel that will interview and appoint coaches.

- a) This panel will include the RNA President, Coaching Coordinator, a coach from UTS Sparkes or an independent selector nominated by the RNA Executive.
- b) Where the RNA President or RNA Coaching Co-Ordinator has applied for a coaching role, they cannot be a member of the PSP for the group they have nominated to coach. They will be replaced as follows:
 - (i) If applied for a Metro League Team, they will be replaced by the Senior Convenor or Senior Vice President.
 - (ii) If applied for a Senior Team, they will be replaced by the Senior Convenor or Senior Vice President.
 - (iii) If applied for a Junior Team, they will be replaced by the Junior Convenor or Junior Vice President.

14.3. The term of the appointment is one (1) year.

14.4. Where a coach withdraws from the commencement of the competition, the panel may appoint another candidate from the applicants without re-advertising.

14.5. In consultation with the selection panel, Metro League Head Coaches may request an Assistant Coach.

14.6. The selection panel in consultation with Metro League Head Coach may appoint a trainee coach.

Representative Program Policy

15. SELECTION CRITERIA

15.1. All coaches, managers and primary carers must:

- a) Be a current financial member of Netball NSW¹.
- b) Have a current Working with Children check.
- c) Understand and demonstrate the values and performance cultures and standards that fit within the goals of the RNA Pathway program.
- d) Understand and comply with the relevant RNA Policies and processes.
- e) Establish and maintain positive relationships with RNA Executive, other coaching staff, team managers and umpires.
- f) Have the ability to meet the duties, attendance, and reporting requirements as per this policy.

16. COACHING ACCREDITATIONS

16.1. Metro League and Summer Competition Teams

- a) Head Coach – Intermediate coaching accreditation or above.
- b) Assistant Coach - Development accreditation or above.
- c) Trainee Coaches – Development accreditation or above.

16.2. RNA State Titles teams

- a) Head Coach – Development accreditation (working towards Intermediate or above).
- b) Assistant Coach - Development accreditation or above.

16.3. Junior State Development Teams

- a) Head Coach – Development accreditation (working towards Intermediate or above).
- b) Assistant Coach – Development accreditation or above.

16.4. RNA's 11's Development Squads

- a) Head Coach – Development accreditation (working towards Intermediate or above).
- b) Coaching Staff – Foundation accreditation or above.

¹ If appointed to a position of coach, manager or primary carer, you must register as a member with the Association.

Representative Program Policy

17. TEAM DUTIES AND PROTOCOLS

17.1. Coaches – Senior, Junior and Development teams

- a) The Head Coach is responsible for final decisions relating to the team at training, competition games and/or carnivals.
- b) Attend selection trials as specified in the Selection Policy and Procedures
- c) Attend all squads and team training sessions.
- d) Prepare a training program for each session.
- e) Attending all relevant competitions and carnivals.
- f) Attending 3-4 days at State Titles at a scheduled venue, if applicable.
- g) Stay for 3 nights with the representative team at State Titles, if applicable.
- h) Liaise with the team manager regarding team training requirements and all matters relating to competitions and carnivals.
- i) Notify the Coaching Co-Ordinator, and Junior or Senior Convenors regarding injuries, attendance, and any discipline matters.
- j) Name the captain of the team in consultation with the Assistant Coach, if applicable, and the Team Manager.
- k) Attend any coaches' meetings as determined by the RNA Coaching Co-Ordinator.
- l) To work collaboratively with all coaching staff and RNA Executive e.g – if you arrange for any additional training activities, educational sessions or inspirational talks all junior representative teams to be included ie Junior State or Senior State.
- m) Attend development coaching courses and opportunities as agreed by RNA.
- n) Coach at Talent ID coaching sessions as arranged by RNA.

17.2. Metro League Coaches

- a) The Head Coach is responsible for final decisions relating to the team at training, competition games and/or carnivals.
- b) Attend all squads and team training sessions.
- c) Prepare a training program for each session.
- d) Attending all relevant competitions and carnivals, if applicable.

Representative Program Policy

- e) Liaise with the team manager regarding team training requirements and all matters relating to competition.
- f) Notify the Coaching Co-Ordinator, and Senior Convenors regarding injuries, attendance, and any discipline matters.
- g) Name a captain of the team.
- h) Attend any coaches' meetings.
- i) To work collaboratively with all coaching staff and RNA Executives.
- j) Attend development coaching courses and opportunities as agreed by RNA.
- k) Coach at Talent ID coaching sessions as deemed by RNA.

17.3. Assistant Coaches (excluding metro league)

- a) Support the Head Coach at training, carnivals, and other competitions.
- b) Attending all relevant competitions and carnivals.
- c) Attending 3-4 days at State Titles at a scheduled venue.
- d) Stay for 3 nights with the representative team at State Titles
- e) Carry out agreed duties.

17.4. Team Managers

- a) Work collaboratively and in support of coaches and players.
- b) Coordinate and manage training, uniforms, and information for competitions and carnivals.
- c) Attending all relevant competitions and carnivals.
- d) Attending 3-4 days at State Titles at a scheduled venue.
- e) Stay for 3 nights with the representative team at State Titles.
- f) Score at all relevant competitions (excluding Metro League).

17.5. Bench officials (Metro League only)

- a) Must have Bench Official accreditation or obtain accreditation with Netball NSW.
- b) Attend games as required.
- c) Score or time games as required by Netball NSW.

Representative Program Policy

17.6. Primary carer

- a) Attend relevant competitions and carnivals and support any injured player.
- b) Attending 3-4 days at State Titles at a scheduled venue.

17.7. Trainee Coaches

- a) To observe and learn from the coaching staff.

18. PAYMENT PROCESS

18.1. Invoices will be generated for any fees and payments to be incurred including uniforms and rep levy, if applicable.

- a) Payment costs and process including final payment will be confirmed at a scheduled meeting after team selections.
- b) A payment plan can be negotiated and approved by the Treasurer.

18.2. Metro League players - All fees must be finalised, in full, prior to the commencement of Netball NSW competitions.

18.3. Junior and Senior State Titles - All fees must be finalised, in full, prior to the scheduled date of Senior or Junior State Titles.

18.4. Development Teams and 11 Years Development teams - All fees must be finalised, in full, prior to the scheduled date of the first carnival.

18.5. Should an exemption be required to the above payment processes at 18.1 to 18.4, the Treasurer of RNA must be contacted for a payment plan to be devised.

18.6. A player may be withdrawn from a metro, junior, senior or development team for the non-payment of fees.

19. REPORTS

19.1. Coaches

- a) Coaches must submit a written report within 14 days of the competition ending to the RNA Coaching Co-Ordinator.
- b) The written report must detail player and team preparation and performance.
- c) Attend a review meeting as arranged by RNA.
- d) If the Coaching Co-Ordinator coached an RNA team, their written report must be submitted to the RNA President.

Representative Program Policy

19.2. Team Managers

- a) Provide a general written report within 14 days to the relevant convenor on any matters pertaining to the team that include":
 - (i) Attendance;
 - (ii) Injuries;
 - (iii) Behaviour; and
 - (iv) Comments regarding players and program.

RNA SELECTORS AGREEMENT

CONFIDENTIALITY AND CONFLICT OF INTEREST ACKNOWLEDGEMENT PERSONAL AND IN CONFIDENCE

Randwick Netball Association (RNA) congratulates you on your one (1) year appointment as an RNA Selector. In line with the RNA's Selection Policy and Procedures this agreement is to be completed and returned to the RNA President within seven (7) days of appointment.

Confidentiality Statement

During your appointment, you will obtain access to, or become aware of, confidential information pertaining to individual person/s, squads, and teams.

RNA Selectors must have qualities of tact, integrity, and ability to preserve confidentiality of the information that is conveyed to them both by individuals, other officials and/or team management.

RNA Selectors must have an open and approachable personality and be able to deal efficiently and appropriately. Many issues are sensitive and need to be managed tactfully and with the best interest of the individual person/s, squads and teams in mind.

Discussion on selection matters, individual person/s, squads, teams, other officials and/or team management will remain within official selection meetings. Any discussions outside or with third parties, is not without the expressed permission of the RNA President.

Conflict of Interest Statement

A conflict of interest may affect a person's judgement as to what is in the public interest or may lead to a bias in their decision making. It is not always possible to avoid a conflict of interest. A conflict of interest is not necessarily unethical or wrong.

It is important that any actual, perceived, or potential conflict of interest is identified, disclosed and effectively managed (including avoided if possible). Management of conflicts of interest must be fair, transparent, accountable, and free from bias.

RNA Appointed Selectors must:

- disclose any actual, perceived or potential conflict of interest.
- discuss and agree with panel about how a conflict will be managed; and
- are encouraged to report any actual, perceived, or potential conflict of interest that they observe.

In agreeing to being appointed as an RNA Selector, I agree to all terms and conditions specified within the RNA Selection Policy and Procedures including but not limited to Clause 1 and Clause 2 above.

RNA SELECTORS AGREEMENT

CONFIDENTIALITY AND CONFLICT OF INTEREST ACKNOWLEDGEMENT PERSONAL AND IN CONFIDENCE

In declaring any Conflict of Interest, I agree to comply with any conditions or restrictions imposed by the Panel and/or Association to manage, reduce, or eliminate an actual, potential or perceived Conflict of Interest.

Signature

Print Name

Date

APPENDIX B

RNA SELECTORS CONFLICT OF INTEREST REGISTER

A conflict of interest may arise when a member of an association has private or personal interests outside of the Association that may affect (or be reasonably perceived to affect) their ability to act in the best interests of the Association when they are carrying out their duties.

Examples include parents/relatives who are on a committee or board and favour the interest of their kids who are athletes or an action results.

Potential conflict of interest can be real or perceived but must result in personal gain. Perceived conflicts are not assumed as real without consideration and mitigation.

Provide a short explanation in the table below for any conflict of interest to be considered.

List Name of Trialist	Type of Conflict (tick)			Description	Agreed Action
	Actual	Perceived	Potential		

Signature

Print Name

Date

**Signature (Selection Panel
Chairperson)**

Print Name

Date