



IBHRE CONFLICT OF INTEREST COMPLAINT FORM

To the Complainant:

The International Board of Heart Rhythm Examiners is committed to upholding the highest ethical values and encourages professional and principled behavior by its staff and volunteers. The IBHRE Board of Directors has established procedures for monitoring disclosures and ensuring compliance with the *IBHRE's Code of Ethics and Professional Standards*. It is the role of the IBHRE to educate officers, directors, volunteers, staff and other members on these issues, actively recognize potential problems and develop proactive policies for individuals and the organization. Each director, officer, chair, committee, task force member, and staff member receives a copy of the IBHRE's Code of Ethics; and Conflict of Interest Disclosure statements are filed annually by volunteers and senior staff.

Allegations of conflict of interest are taken seriously and are investigated by the IBHRE Board. Please provide all requested information, **sign and date** the form, and return it via email to info@ibhre.org, fax to 1-877-386-1044, or mail to Executive Director, IBHRE, 1325 G Street, NW, Suite 400, Washington, D.C. 20005. Your complaint will be referred to the Board and you will be informed in writing of the outcome of its review and decision.

The complaint described below:

- Occurred during an activity sponsored by the IBHRE.

Name of activity: _____

Date of activity: _____

-or-

- Is a general allegation not connected to an IBHRE sponsored activity.

Please state the nature of your complaint and include any background information or evidence you wish to be considered by the investigating body. Use additional space if needed.

Signature (required): _____

Date: _____

Printed name: _____