



OMeGA Review Committee position description

OMeGA's mission

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

Position

The review committee will support the work of OMeGA and provide mission-based guidance and expertise. As experts in their subspecialty fields, review committee members serve as liaisons between OMeGA and the subspecialty societies.

Participation

OMeGA Review Committee members meet 3-4 times each year. More information is provided below.

- Meetings during the American Academy of Orthopaedic Surgeons (AAOS) Annual Meeting in February or March:
 - OMeGA Board and Review Committee (RC) speaker training
 - OMeGA Board and RC Meeting
 - OMeGA Board, RC and specialty society leader meeting
- Meeting during the American Orthopaedic Association (AOA) Annual Meeting in June (for review committee members who attend the AOA meeting):
 - OMeGA Board and RC Meeting
- Meetings are scheduled for 1-1 ½ hours each.

Occasionally, there are taskforces formed to address pop-up issues or projects, and the most appropriate board and RC members are asked to be involved. While participation is not mandatory, committee members are encouraged to be involved and offer their expertise when possible.

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. This can happen:

- Within the committee member's institution and other institutions
- By encouraging prospective donors to support OMeGA
- By thanking current donors
- At AAOS meetings
- At the committee member's subspecialty meetings
- By soliciting feedback and suggestions from OMeGA's partners
- By correcting any misinformation about OMeGA
- Stewardship and fundraising

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. The board of directors reviews and approves all final grant award recommendations.

- All applications are assigned to reviewers by mid-December. All reviews must be 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.
 - Reviewers cannot evaluate an application from a program with which they have a conflict or bias. Reviewers answer the statement of independence question accordingly but do not score the application.
 - By early February staff will rank applications based on reviewers' scores and return blinded aggregate score sheets back to all reviewers. Each subspecialty review committee then schedules their group's teleconference to discuss outcomes. The board subspecialty expert with the most experience with OMeGA's processes initiates and leads the conversation. Based on scores and discussion of variables, the subspecialty lead emails the group's grant recipient rankings to staff. Recommendations are generated based on several factors including this ranking, fund allocations, and amounts requested. The recommendations are then reviewed and approved by OMeGA's Board of Directors.
 - Each application takes approximately 10-15 minutes to review and score. The teleconference is about one hour, with another hour of preparation and follow up time.
- OMeGA provides a step-by-step help guide to help navigate the online grant management system.

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.

Qualifications

Ideal review committee candidates will have the following qualifications:

- Extensive experience in their orthopaedic subspecialty
- A commitment to and passion for graduate medical education
- If an Emerging Leader, must have been a member of the Emerging Leaders Program (ELP) for five years or more and been in practice for five years or more
- Provide an updated curriculum vitae on an annual basis
- Adherence to OMeGA's conflict of interest policy, outlined below

Conflict-free

In accordance with OMeGA's mission, review committee members must avoid conflicts of interest in the following ways:

- Members must verify they have no "financial interest" in any orthopaedic medical device manufacturer, pharmaceutical and biotechnology companies. "Financial interest" shall mean ownership or personal compensation arrangements such as employment, consulting, speaking or development relationships. Ownership of less than 5% in publicly traded securities and mutual funds in an orthopaedic medical device manufacturer, pharmaceutical and biotechnology companies will not be considered a "financial interest."
- Members must verify they will disclose all leadership roles in orthopaedic fellowship or residency programs that may apply for a grant from OMeGA. Members will recuse themselves from consideration of grant applications made by institutions with which they have been associated, currently and in the last two years. "Leadership role" is defined to include a department chair or other position that involves financial decision making within the orthopaedic department of an institution, currently and in the previous two years. OMeGA's transparency principles and conflict-free parameters include, specifically, prohibition of development/financial negotiations with medical industry for education or research funding on behalf of the orthopaedic department of an institution.

- Members must disclose any other 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 in the Centers for Medicare & Medicaid Services (CMS) Fact Sheet for Physician Open Payments. If 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.

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