Instructions for Submitting Your Annual Financial Conflict of Interest (FCOI) Disclosure
FINANCIAL CONFLICT OF INTEREST (FCOI) DISCLOSURE

Do You Need to Submit?

You are required to submit an FCOI Disclosure ONLY if you meet the following criteria:

• Anyone involved in the design, conduct, or reporting of a funded research project including Creighton Faculty, Graduate/Professional Students, and Support Staff. This also includes anyone who applies for or receives research related funding in whole or in part by a non-Creighton source (i.e. NIH, LB595, CURAS).

• Any outside Investigators who conduct funded research under Creighton University review (ie. IRB or IACUC) including any subrecipients of research funding through Creighton University INCLUDING all CHI investigators and support staff.

• All members of a Research Compliance committee (i.e. IRB, IACUC etc.)

• A "Covered Official" as outlined in the Institutional Conflict of Interest in Research Policy, No 3.1.24.
Logging Into InfoEd: Creighton Employees and Students

https://creighton.infoedglobal.com

The Preferred Browser for InfoED is FIREFOX.

On the initial login page select ‘Click Here’ if you are a Creighton employee. You will be taken to the single sign on page. Enter your blue username and password, and login.
Logging Into InfoEd
External Personnel &
SOM Faculty who are CHI Employees

https://creighton.infoedglobal.com

If you have a netID enter it as your username and password. If your netID doesn’t work or you don’t have one and have not been given an InfoEd Login contact the Research Compliance Office (402-280-3200 or researchcomped@creighton.edu) as we will need to create a profile for you.
On the InfoED Homepage locate the “Conflict of Interest” Widget and select “Create Initial Disclosure”
Filling out and Submitting the eForm

Begin filling out the Disclosure eForm.

Remember to select the “Submit” button at the top right when finished.

ONLY CLICK SUBMIT ONCE.
IF YOU HAVE ANY QUESTIONS – PLEASE CONTACT

• Research Compliance Office
• 402-280-3200
• ResearchComp@Creighton.edu