Completing/Confirming an In Progress PHS Project Specific Disclosure
Log in to the RCOI Application and click “Yes” in response to the PHS question.

Click on “Project Specific Disclosure”
On the Project Dashboard, you will see your disclosures, divided into “In Progress” and “Completed”.

You cannot edit Completed disclosures, but you may complete and confirm those that are In Progress.

Click on “Complete Disclosure” to either complete or delete the disclosure.
If you wish to review or edit a questionnaire, you can do that here.

If you are ready to confirm your disclosure, click here.
To continue the confirmation process, click the Confirm button.
You have arrived here because, as a PHS investigator, you need to confirm that you have disclosed all of your Significant Financial Interests related to any of your Institutional Responsibilities (and not just Significant Financial Interests related to this project) before submitting a proposal.

Please review your list of Active Financial Entities and Significant Financial Interest disclosures below.

If everything is complete and up to date, please click the top button below for final sign off of all of your disclosures.

If the disclosures below are not complete and up to date, you will need to update your Significant Financial Interest Information by submitting a new Annual Disclosure at this time.

Click the “I certify . . .” button
Thank you for completing and certifying your COI disclosures.

Please remember to log back into the system and update your disclosure within 30 days of acquiring or discovering a new Significant Financial Interest.

Navigation options are provided in the menu bar at the top of the page.

If you wish to log out please click here.

If you wish to continue to perform other functions, please click here to go to the Home Page.

Questions?

Policy questions/comments: Email: rco@dartmouth.edu

Technical questions: Email: rcol@dartmouth.edu

Thomas Drinan

Dartmouth College Research Conflict of Interest System

DONE!