Welcome to the Click Electronic Research Administration COI system. At the end of this training you will submit an account request form to receive your username and password. You will receive an email from Fabian Conant or Vanessa Tan when your account has been activated.

The URL is: https://era.health.unm.edu

If you have an HSC NetID & password, use the UNM HSC Login button.

If you have a UNM Medical Group or Sandoval Regional Medical Center email address, use the Non HSC Login button.
Those with an HSC Net ID & password will see this after clicking on the HSC Login button.
Those that click on the Non HSC Login button will see this (UNM Medical Group & Sandoval Regional Medical Center)
Once logged in, you will see your annual certification waiting for you to complete. You can click on the COI tab OR “My Inbox” to find your disclosure in “Draft”. Click on the name (link) to enter your certification workspace.
Click the “Edit” button to complete your annual certification.

Notes to Discloser

This institution is committed to ensuring its faculty an open and productive environment in which to conduct teaching, patient care, and research. The institution’s concern with conflict of interest reflects the ever-increasing complexity of our society, our various relations with each other and with outside entities, along with the heightened national and governmental sensitivity to such matters.

The personnel in the following submissions must complete a COI certification in Click COI: (1) on the budget list of a PreAward grant/contract, professional services, or other fiscal agreements; (2) a HRRG (IRB) submission (including data managers/statisticians); (3) OACC (Office of Animal Care and Compliance); and (4) RAC (Regional Allocation Committee). Non-UNM investigators that are not on a UNM subaward and not affiliated with a University will submit a certification in Click COI.

Notes to Annual Executive Discloser

The Institutional Competing Interest Disclosure applies to employees of the University of New Mexico Health Sciences Center or its related corporations who are senior administrative officials. These include but are not limited to the following: chancellor, vice chancellor, associate vice chancellor, dean, executive vice dean, senior executive financial officer, health system chief operations officer, health system chief clinical affairs officer, executive physician-in-chief, and with respect to the UNM HSC’s University Research Park and Economic Development Act Corporations, the chief executive officer, president and chief financial officer, and chief medical officer, associate deans, department chairs, center directors and/or chief executive/operations officers, and chairs of all compliance committees which include the Human Research Review Committee (HRRG) or Institutional Review Board (IRB), Institutional Animal Care and Use Committee (IACUC), Conflicts of Interest (COI) Committee, Institutional Biosafety Committee (IBC), Radiation Control Committee (ROC), Human Tissue Oversight Committee (HTOC) and Stem Cell Committee.
Read the instructions provided at the top of the smart form. If you answer “yes” to any of the questions, you will need to provide explanation in the text box provided. After you have answered all the questions, press the “Continue” button on the top or lower right end of the page. You can also “Save” and “Exit” your information if you need to end your session early.
To submit your disclosure, check the box and then click “Finish”. If you are not ready to submit your disclosure, click the “Save/Exit” buttons and you can complete your submission at a later time.

Submit your account request form here. You will receive an email from Fabian Conant or Vanessa Tan when your account has been activated.

For any questions about this submitting your annual certification, contact 272-6433.