

Roles and rights on the portal Declaration of Interests Online / Data protection

What are the roles, access routes and rights?

1) Administrator of all projects of a society (project manager or a comparable position)

Way of access: General access to the portal with a password

Rights (project management): creation of new projects, adding participants, assignment of roles (especially project coordinator), no self-assignment of roles (cannot designate oneself as coordinator), view of all own projects (self-created), no view of other projects.

Rights (declarations of interest): no access to declarations of interest

2) Project coordinator

Way of access: Access to the portal with a personalized link and password at the invitation of the project administrator

Rights (project management): creates guideline group members as authors or raters or other coordinators

Rights (declarations of interest): can view all declarations of interest within a guideline project. Should fill out a non-disclosure agreement.

Access will be deactivated after the project has been completed (end of guideline validity), unless this is actively not desired, in which case access will be retained, e.g. for "Living Guidelines" or use for other projects - until revoked.

3) Author (Default role for all participants)

Way of access: Access to the portal with personalized link and password upon invitation.

Rights (project management): none

Rights (declarations of interest): is entitled to fill in their own declaration of interests, to store them permanently after active consent and to update them if necessary. If the consent is not given, the declaration will be deleted after the project has been completed (end of guideline validity). The author does not have the right to view and evaluate declarations of interests of others.

Authors can transfer the right to register interests to the guideline coordinator. He/she actively consents to having his/her declaration of interests evaluated.

4) Appraiser of declarations of interests (also external appraiser)

Way of access: Access to the portal with a personalized link and password upon invitation.

Rights (project management): none

Rights (declarations of interest): is entitled to view and evaluate the declarations of interest of all project participants. Fill out a non-disclosure agreement. Access will be deleted after project completion. For external evaluators, the project is completed after the evaluations have been completed.

Data protection and data safety

The declaration of interest online portal complies with the requirements of the GDPR.
Data storage and processing take place in Germany.