

INVENTION DISCLOSURE REPORT

NEW YORK STATE DEPARTMENT OF MENTAL HYGIENE

OFFICE OF MENTAL HEALTH
OFFICE FOR PEOPLE WITH DEVELOPMENTAL DISABILITIES
OFFICE OF ALCOHOLISM AND SUBSTANCE ABUSE SERVICES

AND

RESEARCH FOUNDATION FOR MENTAL HYGIENE, INC.

The purpose of this form is to disclose potentially patentable inventions. Please return completed form to:

Justin Hladik
Contract and Grants Administrator
Research Foundation for Mental Hygiene, Inc.
150 Broadway, Suite 301
Menands, NY 12204
Phone: (518) 408-2186, Fax: (518) 474-6995
Email: jhladik@rfmh.org

LEAD INVESTIGATOR:

Employee of (check all that apply): NYS RFMH University: _____

NAME: _____ Degree

TITLE OR POSITION: _____

INSTITUTE: _____

DEPARTMENT: _____

ADDRESS: _____

PHONE: _____ FAX: _____

E-MAIL: _____

Title of the Invention (brief and descriptive):

CONTRIBUTOR(s) – these are people who have contributed to the conception of the invention you are now disclosing. Conception is defined under U.S. Patent Law as “formation in the mind of the inventor, of a definite and permanent idea of the complete and operative invention, as it is hereafter to be applied in practice” *Bosies v. Benedict*, 27 F.3d 539, 543 (Fed. Cir. 1994).

NOTE: If the contributor has a joint appointment with an affiliated organization, please name the organization.

NAME: _____ Degree

INSTITUTE: _____

DEPARTMENT: _____

PHONE: _____ EMAIL: _____

NAME: _____ Degree

INSTITUTE: _____

DEPARTMENT: _____

PHONE: _____ EMAIL: _____

NAME: _____ Degree

INSTITUTE: _____

DEPARTMENT: _____

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NAME:

Degree

INSTITUTE:

DEPARTMENT:

PHONE:

EMAIL:

1. Please briefly describe the invention. If possible, attach a manuscript, research proposal, sketch, drawing or any other materials that would assist in the understanding of the invention.

2. Has the invention been reduced to practice (invention is operative, following experimentation)? If so, approximately when?

3. Identify and describe the closest technological development, either in the U.S. or abroad, that you are aware of. Such technology may have been described in any patent, publication, or presented at a public talk or trade fair, or be on sale now or in the past or near future.

4. Do you know if anyone else has invented something similar which is not yet publicly available, as defined in paragraph above?

5. Please distinctly specify the differences between your invention and the closest prior technology, as defined in paragraph 4 and 5 above. What advantages does your invention provide over the prior technology? What defects does it overcome?

6. What are all of the possible uses you have identified for the invention? Please reasonably speculate on any additional uses that your invention may have, either by itself or in combination with other known, or as yet unknown, technology.

7. What have you determined to be the best way(s) of carrying out your invention? If a product (chemical or otherwise), what are the optimum materials and proportions? If a process, what are the optimum conditions and parameters? If this has been described in a manuscript or publication, please include that manuscript/publication.

8. Are there any disadvantages or problems with your invention? Can they be overcome? How?

9. Did research leading to this invention involve collaboration with other institutions? If so, please identify the institution(s) and collaborator(s).

10. Have you or any of your collaborators described this invention or a similar invention in whole or in part in manuscripts, reports, grant applications, theses, abstracts, oral presentations, demonstrations or sales catalogues – in the U.S. or abroad? If so, describe each event with dates and authors. Have any patent applications been filed on closely related inventions in the U.S. or abroad? Has there been a public use or an offer for sale in the U.S. or abroad? When?

11. Did research leading to this invention make use of materials (e.g., biological materials, reagents, etc.) obtained under a Materials Transfer Agreement (MTA) or Materials Use Agreement (MUA) with a company or other third party? If so, please identify the material(s) and the provider(s).

12. Are there any written records, such as laboratory notebooks, etc., in which the invention is described? Where can they be found? Do not enclose any material now; simply indicate location, custody, etc., of the records, starting with the earliest ones.

13. Are there any witnesses who can corroborate the making of the invention, from the early days of conception to the reduction of practice? Please give their names, addresses and/or telephone numbers.

14. Are you planning any disclosure of the invention in the future? Is there any imminent publication – in print or online, oral presentation, showing, offer of sample or sale of the invention? Please give approximate dates and locations.

15. Who sponsored or paid for the work that led to the invention or part thereof?

a. U.S. Government Agency(ies):

Contract or Grant number(s):

Principal Investigator:

b. Industrial Sponsor(s) (Please enclose relevant patent section from the contract if available):

c. Other (self, university, private foundation or individual, etc.):

16. Has there been any commercial interest in this invention? If available, please name companies and specific persons.

17. Can you think of any other commercial firms who may be interested in your invention?

18. Would your invention be of particular use in countries other than the U.S. (e.g., the invention is a drug for a tropical disease, etc.)?

19. Name(s), address(es), and telephone numbers of person(s) who may be contacted further about the invention:

20. Signature(s), date(s), and percent contribution(s) (entries should match page 2/pages 2 & 3) of person(s) making this disclosure:

Signature	Date	Percent contribution
Signature	Date	Percent contribution
Signature	Date	Percent contribution
Signature	Date	Percent contribution
Signature	Date	Percent contribution
Signature	Date	Percent contribution
Signature	Date	Percent contribution
Signature	Date	Percent contribution
Signature	Date	Percent contribution

21. Signature of Institute Director or Deputy Director of Administration.

I have read and understood the foregoing disclosure represented by paragraphs 1-21 above.

Signature	Date	Title
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