

## HSC Support for Clinical Research

The HSC supports Clinical Research as an important aspect of the work of the OVC. To facilitate this work the following processes are in place.

1. Consultation fees
  - A Clinical Research Consultation Fee of \$50 has been created. This fee is lower than the typical consultation fee to acknowledge that researchers are often doing the work on their off duty time while recognizing that there is still administrative support for the visit (admissions, housekeeping, billing office)
  - This fee includes the use of space in the HSC
2. Space in the HSC
  - Due to space limitations in the HSC it is difficult to dedicate a space to clinical research. However, we have identified spaces that can be used for clinical research. The primary room will be 1269 and rooms 1274, and 1279 are also available. This space can be scheduled by contacting the OVC HSC administration (details to follow).
3. AHL fees
  - If researchers collected samples and submitted them directly to the AHL they would not incur the additional HSC markup on those fees. However, to ensure the medical record of client animals is complete the HSC requires the samples be submitted through Stringsoft. As such lab tests for clinical trials must be submitted through Stringsoft.
  - When these charges are put to a research account they will be discounted by the billing office by the appropriate margin to reduce the cost to the base AHL rate.
  - This discount assumes that the researcher is using their own supplies and technical support (no HSC resources). If a sample is drawn by on duty HSC staff then a sample collection fee should be added to the charge.
    - i. Note: If the sample is an extra vial of blood collected during the same venipuncture for tests not charged to the research account (i.e. discounted) the sample collection is included and an additional charge is not required.
  - Process
    - i. Order test through Stringsoft
    - ii. Bill test to research account to remove from client invoice
    - iii. Bill the sample collection charge if applicable
    - iv. When the billing office reconciles the research account the discount will be applied
4. Other HSC fees
  - As is common practice client animal enrolled clinical trials at other institutions all other fees incurring in the HSC will be charged at the client rate for all standard of care procedures.
5. Timely billing
  - Research accounts are reconciled on a monthly basis and the summary and detailed account information is sent to the Departments for distribution.
  - If a research project ends early in the month the HSC billing office can reconcile and close the account if requested by the researcher.



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### 6. Memorandum of Understanding

- An MOU between the researcher and the HSC must be in place prior to the start of any research project to ensure that the expectations of the researcher and the HSC and the fees are clearly defined.