December 15, 2010

To Whom It May Concern:

It is the policy of Tufts Medical Center that all industry funded clinical research projects without exception will bear an overhead rate of 25% applied to all costs with the exception of IRB and Pharmacy fees.

The Tufts Institutional Review Board (IRB) charges an initial review fee of $2,500. This fee is to cover expenses for IRB operations and administration related to the initial submission of a research project. This fee is retained by the IRB and is not available to the Principal Investigator. This fee is not intended to compensate for the PI or staff time related to IRB preparation, submission and maintenance. This fee does not bear overhead.

The Tufts Institutional Review Board (IRB) charges an annual maintenance fee of $500. This fee is to cover expenses for ongoing IRB operations and administration including continuing review activity, protocol amendments, and other document review. This fee is retained by the IRB and is not available to the Principal Investigator. This fee is not intended to compensate for the PI or staff time related to IRB preparation, submission and maintenance. This fee does not bear overhead.

For studies reviewed by the Western IRB (WIRB), there will be an administrative fee of $750. This fee is in addition to review fees charged by WIRB. This Fee does not bear overhead.

For any study requiring the use of the investigational pharmacy, an initial set-up fee of $1,500 will be charged. The fee is intended to compensate the pharmacy for staff and facility costs including, but not limited to, protocol review, order entry and data sheet creation. This fee does not bear overhead. For studies that require activity on the part of the investigational pharmacy staff over and above the standard requirements of a clinical research project (such as complex compounding), additional time will be invoiced at the rate of $100 per hour.

For any study requiring the use of the investigational pharmacy, an annual fee of $500 will be charged. The fee is intended to compensate the pharmacy for staff and facility costs including, but not limited to, drug storage and dispensing, as well as additional protocol requirements. This fee does not bear overhead.

If there are any questions regarding clinical research financial policies, please contact Douglas Reichgott, Director of Clinical Research Financial and Regulatory Operations, at 617 636-5609.

Sincerely,

Susan Blanchard
Vice President
Research Administration

Douglas Reichgott
Director, Financial and Regulatory Operations
Clinical Research Administration