

UNIVERSITY OF MICHIGAN UCUCA POLICY ON USE OF “FEE-FOR-SERVICE” PROTOCOLS AND CENTERS

The University of Michigan has several centers and cores that offer services to the research community on a “fee-for-service” basis. In an effort to reduce burden on investigators and the UCUCA reviewers, investigators are permitted to reference the use of the service (and protocol number if applicable), along with a brief description of the procedures being conducted or services provided, in their own UCUCA approved protocols. This eliminates the need to include a complete and lengthy description of the procedures in the investigators’ own protocols. This benefits the investigator by reducing the amount of additional information required in the protocol and eliminates repeated review of previously approved procedures by the UCUCA.

A UCUCA-approved “fee-for-service” protocol will contain a detailed explanation of all the procedural services provided, as well as the personnel who will be conducting the procedures. Investigators can utilize these valuable services by indicating the use of an approved “fee-for-service” protocol in their Animal Use Application (Pages 8 and 8.A.). Any procedures conducted on the animals under the “fee-for-service” protocol must be included in the investigator’s protocol. For a detailed description, the “fee-for – service” protocol can be referenced. A brief description or reference of when there procedural services will be conducted by the service organization must be included in the order of events described in the Procedure Description (Page 11.E.9.).

The investigator, as well as the service provider, must assure that the procedures to be conducted are approved by the UCUCA and are in the investigator’s protocol. The service provider may request a copy of the approved protocol in order to assure compliance and approval of procedures prior to initiation of service. Failure to confirm approval may result in both the investigator and the service provider conducting unapproved procedures, and will be reported to the UCUCA as issues of non-compliance.

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