



Saskatchewan Health Authority

Study Costing List

Introduction: The Study Costing List was developed to ensure the Saskatchewan Health Authority (SHA) is able to recoup the costs associated with research studies utilizing SHA resources. In order to facilitate this process, it is important that researchers have detailed costing lists to appropriately formulate study budgets. We recommend researchers contact the appropriate department(s) to ensure an accurate budget. Discussions regarding a particular study budget should take place between the Principal Investigator (PI) (or delegate) and the affected department(s) during the funding application process, if applicable, or during the Operational Approval application process.

Please note that individual department costs may change during the course of a multi-year study. SHA departments strive to maintain costs according to the original estimate, however PIs must recognize there may be increases in costs over the duration of a study.

This is not a comprehensive listing of all possible department costs. For departments or costs not included in this document, please contact the appropriate department for information OR contact your Regional Research Approval Coordinator for assistance.

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1. HEALTH RECORDS (HEALTH INFORMATION MANAGEMENT SYSTEMS [HIMS]) SERVICES

Regina: All research projects in receipt of external funding are subject to the HIMS service fees. If no external funding is available to cover these fees, a strict limit of 200 charts per study will be imposed.

Saskatoon: Health Records will pull up to 100 charts per site, per study free of charge for unfunded or grant funded studies. Any charts requested over and above the 100 charts will be charged.

A minimum of 5 working days' advance notification is required prior to chart pulls (if 5 or more charts are being requested). A maximum of 25 charts will be provided per day per researcher.

Department contact number:

Health Records – **Regina:** (306) 766-4406; **Saskatoon:** (306) 655-1725

Service	Cost per Chart
On-site chart pull	\$7.10
Off-site chart pull (chart must be retrieved from long-term storage)	\$17.70

2. LABORATORY SERVICES

A **Lab Utilization Fee** of **\$150.00** will be charged to all studies requiring laboratory services. This fee will be invoiced to the PI three months following Operational Approval of a study, or at 1st billing of services rendered, whichever occurs first. This fee applies even if the study does not enrol any participants. This is a one-time fee to cover the following:

- Protocol review
- Preparation of quote for Laboratory Services portion of study budget
- Assessment of workload and resources required from Laboratory Services to participate in research study
- Procedure development
- In-servicing of staff
- Study meetings
- Tracking of ongoing projects
- Preparation of study summary (as required)
- Maintenance and termination of study
- Ongoing billing (invoices are sent to Regional Research and Approval Coordinator for distribution to PIs).

Please contact Laboratory Services for an estimate on the study-specific lab tests you require for your project. All Laboratory Services rates are reviewed on an annual basis and may be subject to change.

Please note that Laboratory Services does not provide shipping services - it is the research team's responsibility to arrange and conduct shipping, if required.

▪ **Chemistry / Hematology / Phlebotomy**

Department contact number – **Regina:** (306) 766-4259

Saskatoon: Royal University Hospital (306) 655-1794

Saskatoon City Hospital (306) 655-8286

St. Paul's Hospital (306) 655-5230

Service	Cost per Unit
Phlebotomy (includes specimen handling & storage as required)	\$24.20
Phlebotomy, pediatric (0-6 years of age)	\$36.40
Specimen handling & preparation only (i.e. phlebotomy is not done by lab)	\$24.60
Specimen storage only (i.e. phlebotomy & specimen handling is not done by lab)	\$24.60

*Please contact the lab regarding specimen handling and storage specifications.

▪ **Anatomic Pathology**

Department contact number – **Regina:** (306) 766-2075; **Saskatoon:** (306) 655-8380

Service	Cost per Unit
Block pull	\$50.00/block
Unstained slides	\$14.64/case
Cutting sections	\$2.30/slide
Cut & stained H & E slides	\$10.40/slide
Process & embed	\$20.36/block

▪ **Laboratory Information System (LIS)**

Department contact number – **Regina:** (306) 766-4487; **Saskatoon:** (306) 655-8516

Service	Cost per Unit
LIS data extraction and manipulation	\$50.00 / hour*

*Based upon review, projects requiring more extensive services may be subject to a higher fee, determined at the discretion of Laboratory Services and as communicated to the PI during review for Operational Approval

- **Microbiology/Molecular Pathology**

Department contact number – **Regina:** (306) 766-4480; **Saskatoon:** (306) 655-6490

Service	Cost per Unit
Stocking isolates	\$15.00
Stock culture preparation	\$2.81

3. MEDICAL IMAGING

Regina: Medical Imaging & Nuclear Medicine – (306) 766-0687

Service	Read Fee	Tech Fee	Combined Research Fee
Chest X-Ray	-	-	\$59.00
Modified Barium Swallow	-	-	\$35.40
MUGA			\$450.00
CD copy of test			\$25.00 per CD
MRI	-	-	*Cost determined on per study basis
*CT scan	\$77.83 - \$126.47	\$247.80 - \$371.70	\$325.63 - \$498.17
*Ultrasound	\$25.71 - \$105.63	\$44.60 - \$292.40	\$70.32 - \$398.04
*Doppler	\$129.98 - \$519.94	\$105.31 - \$594.72	\$235.29 - \$1114.66

***Note:** Prices vary depending on the body part to be scanned and the procedure required. For specific prices, please contact the Medical Imaging Department.

Saskatoon: Medical Imaging Administration fee of \$300.00 will be charged to all research studies reviewed by the Manager or Director of Medical Imaging.

Department contact numbers:

Medical Imaging (e.g. MRI, CT, X-ray, Ultrasound) – Royal University Hospital: (306) 655-2383

Medical Imaging – Saskatoon City Hospital, rural: (306) 655-8461

Medical Imaging – St. Paul’s Hospital: (306) 655-5144

Nuclear Medicine (e.g. MUGA, PET/CT) – Royal University Hospital: (306) 655-1829

***Note:** For specific prices, please contact the Medical Imaging Department.

4. PHARMACY SERVICES

Regina: Research Pharmacy Services – (306) 766-8636

The only Pharmacy Department service currently available to support drug research in Regina is the storage of investigational drug product at \$25/month, which includes availability of monitored refrigerators/freezer if required.

If reports of 24h temperature logs for Pharmacy Department refrigerators/freezer are required, please contact Dan Helmond (Regina General Hospital) Dan.Helmond@saskhealthauthority.ca or Elton Preikchat (Pasqua Hospital) Elton.Preikchat@saskhealthauthority.ca

Saskatoon: Clinical Trials Pharmacy – (306)-655-2013

Prior to initiation of the study, the Research Pharmacy team will review the protocol (and pharmacy manual, if available) to determine the pharmacy charges. A pharmacy budget will be submitted to the principal investigator, which will reflect the costs associated with the intensity of pharmacy services, storage requirements, documentation, and complexity of drug preparation, keeping in mind the source/type of study involved. Please note the fees may require adjustments, as unforeseen issues may occur following the site initiation visit and start-up of the study.

Charges:

General Pharmacy Administration Fee (GPAF):

Industry-Sponsored Trials	\$750.00 – \$1500.00
Investigator-Initiated Trials	\$500.00 – \$750.00
Residency Projects (cost based on complexity/degree of pharmacy involvement)	\$250.00 – \$500.00
Extension (of a previous trial with pharmacy involvement)	\$600.00
Trials with 2 sites involved	\$700.00 – \$1000.00 / site
Trials with 3 sites involved (cost based on complexity/degree of pharmacy involvement)	\$600.00 – \$900.00 / site
Warehousing of Investigational Product (IP) (storage of IP without other pharmacy involvement)	\$500.00

The GAF will be determined by the complexity of the study and the funding source/type of study involved. The Research Pharmacy staff will determine, after review of the protocol, which

level the study falls under (level 1 studies being less complex than level 2). The GAF includes the following services:

The GPAF includes the following services:

- Review of the protocol and pharmacy binder to assess the level of pharmacy involvement
- Preparation of the pharmacy budget
- Site initiation visit
- Development of all documentation required by the Research Pharmacy staff to participate in the trial (procedures, accountability logs, prescriptions, etc.) and assembling the research binder
- Training of the hospital pharmacy staff, if required, prior to initiation of the trial
- Communication between Research Pharmacy staff and sponsor/monitor prior to initiation of the trial
- Close out of the trial (destroying or repacking IP, final drug reconciliation, etc.)

Randomization

Creation of a randomization scheme, if required (for investigator-initiated or residency projects) will be an additional **\$100.00** one-time charge.

Dosing

There is a **\$20.00** base charge each time Investigational Product (IP) is dispensed. This charge is for all routes of administration. Additional charges will be added as follows:

- **Oral administration:**
Base charge includes up to 5 bottles/boxes/kits dispensed at one time. There will be an additional **\$1.00** charge for each additional bottle/box/kit.
- **IV/IM administration:**
Costs added to the base charge include all supplies needed for preparation that are not supplied by the sponsor, and a charge for time involved in the preparation of the IP.
- **IVRS/IWRS administration:**
There is a **\$5.00** charge for each occurrence in which the Research Pharmacy staff needs to use the IVRS/IWRS (this includes randomization).

Maintenance

There will be a **\$40.00**/month charge for monthly maintenance, which includes:

- Storage of clinical trial supplies/IP during the course of the trial (charged monthly until closeout visit is complete)
- Scheduled site visits with the monitor
- Updating procedures required by the sponsor
- Disposal of IP after use (vials/kits)
- Implementing and filing correspondence during the course of the trial

- Re-labelling, returning, and replacing expired IP during the course of the trial
- Keeping inventory and reordering of supplies required for trial
- Receiving of the IP.

Destruction of IP for a study that had no pharmacy involvement will be **\$40.00** per container. Destruction of all IP is done by BioMed Recovery of Aberdeen, SK. IP is sealed in bins, picked up, and destroyed by incineration at their site. A certificate of destruction is available at the additional cost of **\$10.00**.

Temperature Monitoring

There will be a **\$10.00/month** charge for temperature monitoring, which includes:

- Min/Max temperature monitoring of freezer, 2 refrigerated, and 2 room temperature areas, which are all located in pharmacy-only accessed areas
- Temperatures monitored 24 hours a day and recorded by Research Pharmacy team Mon-Fri
- On-call pharmacy staff are contacted in the event that either of the 2 refrigerated areas have a temperature excursion outside of inpatient pharmacy hours (0730-2200 hr)
- Please note that if the temperature monitoring required by the sponsor is more involved than usual (ex: multiple fridges, monitoring on the ward, etc.), a charge of **\$25.00/month** will be applied, in place of the \$10.00/month.
- Reporting of temperature excursions to the monitor/sponsor and actions taken to rectify the issue (quarantine IP, replace IP, note to file, etc.)

If the temperature monitoring required by the sponsor is more involved than usual (ex: multiple fridges, monitoring on the ward, etc.), a charge of **\$25.00/month** will be applied, in place of the \$10.00/month.

Research Call Back Fee:

There will be a **\$260.00** Research Call Back Fee applied in the following circumstances:

- Based on pharmacist call-back rate for the Saskatchewan Health Authority (2 hours of pay at double time)
- Includes any call-back to any of the 3 SHA sites involved with clinical trials after hours

The budget created by pharmacy research staff is subject to change after review of the pharmacy binder supplied by the sponsor and the site initiation visit. These changes will be at the discretion of the pharmacy research team.

5. AMBULATORY CARE AND OTHER DIAGNOSTIC SERVICES

Non-Invasive Cardiology and Clinical Neurophysiology (Cardio-Neuro Diagnostic Services)

Cardio-Neuro Diagnostic Services applies a fee-for-service model. Principal Investigators will be invoiced according to the number and type of service(s) provided for their research study.

Regina: Department contact number: (306) 766-3714

Service	Cost per Unit
ECG – tracing only	\$18.00
ECG – interpretation only	\$22.50
ECG – tracing and interpretation	\$36.40
ECHO (complete study) – technical only	\$235.00
ECHO (complete study) – interpretation only	\$306.00
2D ECHO – technical only	\$198.90
2D ECHO – interpretation only	\$258.90
Holter	\$69.00
ETT	\$159.30
VER- Flash Visual Response	\$35.40
NCS	\$59.00 - \$118.00
TCD	\$118.00
TCD monitoring per hour	\$35.40
EEG	\$118.00
EEG monitoring per hour	\$35.40
EEG Telemetry per day	\$118.00

Saskatoon: Department contact number: (306) 655-1358

Non-Invasive Cardiology currently does not track the studies utilizing their services. This department relies on the research coordinator to maintain records of the tests done and the number of patients seen for each study.

Service	Cost per Unit
ECG – tracing only	\$18.00
ECG – interpretation only	\$22.50
ECG – tracing and interpretation	\$36.40

6. SASKATCHEWAN HEALTH AUTHORITY DEPARTMENTAL LISTING

In order to assist you in obtaining information regarding cost lists for services, this is a list of commonly required department contacts. For other departments not listed, please call your local Regional Research Approval Coordinator.

Department	Contact Person	Telephone Number
Pharmacy Services – Royal University, Saskatoon City, and St. Paul’s Hospital	Research Pharmacist	(306) 655-2013
Health Records – Royal University, Saskatoon City, and St. Paul’s Hospital	Research Analyst	(306) 655- 1725
Health Records – Regina General Hospital	Data Quality Manager	(306) 766-4406
Laboratory Services – Royal University Hospital	Manager	(306) 655-2909
Laboratory Information Services	Manager	(306) 655-8516
Laboratory Services – St. Paul’s Hospital	Manager	(306) 655-5230
Laboratory Services/Anatomic Pathology – Saskatoon City Hospital	Manager	(306) 655-8380
Laboratory – Regina General Hospital	Director	(306) 766-4475
Non-Invasive Cardiology – Royal University, Saskatoon City, and St. Paul’s Hospital	Manager	(306) 655-1358
Microbiology	Manager	(306) 655-1772
Medical Imaging – Royal University Hospital	Manager	(306) 655-2383
Medical Imaging – Saskatoon City Hospital	Manager	(306) 655-8461
Medical Imaging – St. Paul’s Hospital	Manager	(306) 655-5144
Medical Imaging – Regina	Director	(306) 766-0687
Ambulatory Care and Medical Outpatients – Pasqua Hospital	Director	(306) 766-2733
Cardio-Neuro Diagnostic Services - Regina	Director	(306) 766-3371
Critical Care Unit – Regina	Executive Director	(306) 766-3456