**Updated VCC Service Offerings**

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| **VCC Service** | **Hourly Rate** | **Associated Personnel** | **Brief Description** |
| Project Management | $107  (previously $109) | Directors, Clinical Research Navigators, Clinical Trial Operations Managers & Division/Team Managers | Project funding exploration & matching, support with study design & protocol development, National/Data Coordinating Center project management, VUMC study site activation, liaison to applicable regulatory bodies, strategic consultation & operational recommendations, oversight of external VUMC participating study sites |
| Project Coordination | $87  (previously $86) | Clinical Research Administrative Assistants, Clinical Research Project Coordinators, Clinical Research Coordinators, Clinical Research Nurse Specialists, Clinical Research Data Specialists, Application Specialists & Business Intelligence Analysts | Support to include regulatory, data, VUMC central office approval, specimen collection and processing, order creation, coordination of study visits all with multiple levels of complexity. Also supports the creation, editing of study or operational databases as well as generation and/or resolution of queries and data cleaning and data visualization for business needs. |
| Financial Accounting/Compliance | $100  (previously $104) | Financial Analysts & Business Managers | Budget development, negotiation & tracking; development & tracking of payment terms; general ledger reconciliation; external invoicing initiation & follow-up; financial analysis & forecasting |
| Research Study Translation Service | $79  (previously $91) | Bi-lingual Spanish Speaking Personnel (Fluent, both verbal and written in English and Spanish) | English to Spanish document translation for research studies (ICFs, study flyers, surveys, forms, emails and other study-related documents); Spanish interpreter service |

**What is goal behind offering various services and rates?**

The VCC’s mission is to provide flexible, comprehensive support to investigators at VUMC for clinical discovery.  We have a unique ability to match the appropriate level of staff experience to each unique project.  Additionally, we can incorporate various levels of expertise throughout each trial stage in order to preserve resources & accurately assign responsibilities.

**What do I need to do?**

New rates will automatically go into effect as of July 1st, 2021.  Any work completed prior to July 1st, 2021 that is not able to be billed (due to the lack of an active, available center in iLab) will be billed according to our updated services and rates.  Therefore, as long as you have an active center in iLab, we will not need for you to do anything additional on your end.

**Who can I contact if I have immediate questions that need to be answered?**

We are committed to you, your research, and to ensuring that all of your questions are answered regarding our updated services.  We would like to encourage you to reach out us if you have outstanding questions or concerns.  All financial related questions can be directed to our Financial Manager, Yoli Perez ([yoli.perez@vumc.org](mailto:yoli.perez@vumc.org) or [vcc.finance@vumc.org](mailto:vcc.finance@vumc.org)) Please send all requests regarding new operational initiatives to our central intake team found at [https://vcc.vumc.org/request-a-service/](https://nam12.safelinks.protection.outlook.com/?url=https%3A%2F%2Fvcc.vumc.org%2Frequest-a-service%2F&data=04%7C01%7Cjessica.mcallister%40vumc.org%7C54c320d5851641ef95ab08d93bd6feb1%7Cef57503014244ed8b83c12c533d879ab%7C0%7C0%7C637606616838364202%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=IzdMIvyQHN4BumL1mhLcRCXylzvFrVmwaSFokRvYn2s%3D&reserved=0)  or either VCC Division Directors.

**What do I need to do in order to request services or consultation for a new project?**

We will continue utilizing our service request process on our website ([https://vcc.vumc.org](https://nam12.safelinks.protection.outlook.com/?url=https%3A%2F%2Fvcc.vumc.org%2F&data=04%7C01%7Cjessica.mcallister%40vumc.org%7C54c320d5851641ef95ab08d93bd6feb1%7Cef57503014244ed8b83c12c533d879ab%7C0%7C0%7C637606616838374195%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=j%2BcAvh7%2F4bWQM8JgAtKAN%2FUJJQqTza%2BJXTr4w7eXj%2FM%3D&reserved=0)) to assist with prioritizing, tracking, and cross-covering all new inquiries.  We encourage you to reach out to us using this method in order to setup a phone or in-person consultation to discuss a new study.

We are grateful for your commitment to advancing discovery and thank you for entrusting us with your research.  We appreciate your continued support.

Warmest regards,

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| **Jill Janssen, BSN, RN**  **Director**  **Vanderbilt Coordinating Center,**  **Local Support Services and Business Intelligence and Informatics (B2i)** | **Jessica B. Collins**  **Associate Director**  **Vanderbilt Coordinating Center,**  **Program for Investigator Initiated Trials and Auditing, Compliance and Education (ACE)** |
| **Todd W. Rice, MD, MSc**  **Associate Professor of Medicine**  **Allergy/Pulmonary & Critical Care**  **Vanderbilt Coordinating Center Co-Medical Director** | **Sean P. Collins, MD, MSc**  **Professor of Emergency Medicine**  **Vanderbilt Coordinating Center Co-Medical Director** |