



Policy Number	Policy Title		Effective Date
2281.3	Research Financial Management		Nov 4, 2011
Policy Type	Area	Applies To	
Research		System	

## POLICY

This policy is designed to ensure sound fiscal management of clinical research and financially control the funding of research studies at Norton Healthcare, Inc. (NHC). All NHC employees, support staff and medical staff members shall be governed by this policy when executing clinical trial agreements, accepting research opportunities, funds or grants. All research funds from private sources shall be subject to a written contract between the granting source and NHC. It is to be reviewed by the NHC Legal Department prior to final execution. Norton Healthcare Office of Research Administration (NHORA) maintains compliance with this policy.

The NHORA maintains records for each study set up within zone 59 in the general ledger system. All research expenses and payments are processed through NHORA. Revenue and expenses are recorded to the appropriate study AU that is created by NHORA. Copies of all correspondence, expenses and revenues are retained for future reference.

Replaces Policy Dated:		Reviewed/Approved by: (Group or Individual)
Review	Revision	
12/31/02		Effective
	12/31/03	Norton Healthcare Research Office
4/18/07		Norton Healthcare Research Office
	5/16/08	Norton Healthcare Research Office
	3/1/11	Norton Healthcare Office of Research Administration
	11/4/11	Norton Healthcare Office of Research Administration

The policies and procedures set forth in this policy library do not establish a standard to be followed in every case. It is impossible to anticipate all possible situations that may exist and to prepare policies for each. These policies should be considered guidelines with the understanding that departures from them may be required at times. Accordingly, it is recognized that those individuals employed in providing healthcare are expected to use their own judgment in determining what is in the best interests of the patient based on the circumstances existing at the time. If this policy contains reference to clinical literature, the literature cited is only intended to support the reasoning for adoption of certain guidelines contained herein. It is not an endorsement of any article or text as authoritative. Norton Healthcare specifically recognizes there may be articles or texts containing other opinions on point that may be helpful and valid which would support other care or actions, given a particular set of circumstances. No literature is ever intended to replace the education, training and experience or exercise of judgment of the healthcare providers.

Revision	Approval Date	Reviewed / Approved By: (Group or Individual)
2281.3	Nov 04, 2011	Rhonda Hoffman