OCRICC Guidance Document For Investigators & Research Teams

FROEDTERT RESEARCH PRICING

INVESTIGATORS & RESEARCH TEAMS: PLEASE READ CAREFULLY

The Office of Clinical Research and Innovative Care Compliance (OCRICC) is responsible for providing pricing for any Froedtert ThedaCare (FT) service**,** space, or resource needed for research when the service is not billable (i.e. "research-only" or deemed not medically necessary). The purpose of this document is to provide guidance to research teams on how to obtain pricing for FT services for financial feasibility, developing a study budget or to submit a grant award application.

Following the guidance below will help to reduce delays in pricing turnaround and enhance the overall approval process.

General:

- Beginning July 1, 2019, research staff can look to the FT Research Chargemaster for estimate pricing.
  - If the service is not found there, research staff will need to request pricing for these services from OCRICC.
  - The OCRICC Pricing Request Application is required to obtain pricing from FT OCRICC. This application can be accessed via https://www.froedtert.com/research/ocricc.
- All FT patient care services/resources will continue to be priced at the Medicare rate.
- OCRICC does not provide pricing for professional services. Pricing for MCW Professional services needs to come from the respective MCW department.

Considerations:

- Research staff must identify all the activities that are considered "research-only", to be paid for by the sponsor, before contacting OCRICC.
  - To understand what needs to be priced, begin by reviewing the protocol and ask yourself the following questions: Which of these activities will require FT resources? Which will use MCW space/resources?
  - Pricing from FT OCRICC **should not** be requested for services that are MCW space/resources**.**
  - Research teams should do their best to provide a complete listing of services to be priced at the time of initial request.
- Research staff must submit the FT OCRICC Pricing Request Application via https://www.froedtert.com/research/ocricc for services not found on the FT Research Chargemaster.
  - For most efficient service, research staff should identify CPT codes for the services needing to be priced.
  - If there is no CPT code, research staff should identify a CPT code for a comparable procedure, making note of this detail on the pricing request application.
  - If the correct CPT code or comparable CPT code/procedure is not known, research staff should ask the sponsor or PI.
  - If the sponsor cannot provide, or PI does not know, the research team should contact their MCW Department resource that manages professional billing/coding.
  - Research staff can expect that, if they provide CPT codes for each service when requesting pricing, OCRICC will be able to complete these requests within 5 business days
  - Pricing requests submitted without corresponding CPT codes may encounter increased pricing turnaround time.
- When the OCRICC Billing Specialist provides the pricing, the study team will receive an OCRICC Project Number (for example, 19-0395). Research staff **must retain this number** and identify it on the FT OCRICC Approval Application when returning to request FT Administrative Approval for the project.
- When the research staff requests FT Administrative Approval, they can expect that OCRICC will validate pricing, whether issued by OCRICC, or obtained by the research staff off the FT Research Chargemaster. Additionally, we do understand that there may be add-on pricing or services/items identified as not billable during the Medicare Coverage Analysis. For such instances, pricing will be provided at that time.