REGISTERING DENTAL CLINICAL TRIAL

Following Procedure II flow chart

A. TRIAL STARTUP AFTER FINAL IRB APPROVAL:
   - OCTR will assign an InfoEd number
   - OCTR will assign a Banner account number cross-referenced with the IRB number.

B. NOTIFICATION OF NEW TRIAL & DISTRIBUTION OF BANNER NUMBER
   - Using the completed Dental Clinical Trials Initiation Form OCTR will notify the following of the opening of a new clinical trial:
     - Clinical Practice Manager or Administrator
     - Billing Designee (if necessary)
     - PI and Study Coordinator
     - Research Pharmacist, if indicated
     - Coding Reimbursement Specialist

The Dental Clinical Trials Initiation Form contains the name of the person responsible to work any EPIC Billing Review. It also contains the name and address of the person to whom a study statement for payment via transfer voucher can be sent.