**RESEARCH/CLINICAL TRIALS SERVICE AGREEMENT**

This is a Clinical Trial/Research Agreement between NSW Health Pathology Prince of Wales Hospital and Client responsible for the Clinical Trial/Research, and relates to charges for pathology tests and services provided by NSWHP Prince of Wales Hospital to the Client.



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| --- | --- |
| Project Title:  |  |
| Description:  |   |
| NSW HP Project Code:  |   |
| Contact Name  |   | Phone No:  |   |
| **ABN** (for corporate clients only)  |  |
| **Reports** (please tick only one option) | **Hard copy**  |  |  |
|  |
| **Report Address**  |   |
| **Invoice Address**  |   |
| Duration of Research/Trial  |   |
| Ethics Evidence/Research No:  |   |

**Tests and Services Required:**

**Specific Requirements:**

**Financial Arrangements & Payments:**

NSW HP Prince of Wales Hospital Clinical Trials/Contract Billing Co-ordinator

Phone: 02 9382 9181 or email Erin Brighten at erin.brighten@health.nsw.gov.au

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Scope of Agreement:

NSW HP POW may provide (please tick relevant services):

|  |  |
| --- | --- |
|   | Collection and processing of the laboratory specimen  |
|   | Specimen collection by qualified pathology collector  |
|   | Test equipment unless special equipment supplied by external requestor  |
|   | NATA Accredited hard copy report  |
|   | Pathology results to be posted to a nominated address or auto-fax.  |
|   | Notification of abnormal results as per NSW HP POW policy  |
|   | Discussion with specialised staff as required  |
|   | Storage arrangements at an additional cost  |

Terms and conditions:

* If the client is self-collecting samples, the client is to contact NSW HP POW prior to collection to advise final number of specimen to be collected.
* To cancel or to make changes to a pathology request, the client must do so in writing within 24 hours of collection date.
* Prices quoted are applicable to the particular quotation only and will not necessarily apply to other trials. Prices are may be varied if there are changes in NSW HP POW’s cost base – any changes will be discussed with the Client.
* If the client cancels the contract request at any time, the application fee will still apply.
* All patients must be compliant with NSW HP POW policies for collection.
* NSW HP POW collector retains the right to terminate any collections where the patient is aggressive or abusive.
* Trials containing tests requested in significantly high volume must be identified in advance with the Trials Co-ordinator to ensure appropriate laboratory management.
* Trial tests will be completed as soon as practicable. Any requirement for tests to be completed other than within the confines of our standard turn-around-time must be identified in advance with the Trials Co-ordinator and are subject to approval prior to the commencement of any testing.



Unforeseen circumstances do occur which may extend the result time.

* The undertakings by principal investigator of Clinical Research are to
	1. gain site specific authorisations (ethics approval) prior to commencement of the clinical research
	2. be responsible for funding arrangements between NSW HP POW and the sponsoring organisation
	3. if funding is sourced from a LHD trust fund, the payee must raise S1 requisition at an agreed rate and submit for approval to a LHD Trust fund unit
	4. ensure that adequate funds are available to cover agreed costs and that payment of invoices is within the time frame set out by NSW HP POW
	5. recognise that default of payment may preclude approval of future studies
	6. notify NSW HP POW on completion of the research

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| --- | --- |
| Signature NSW Health Pathology     | Signature Clinical Research (Applicant)  |
| Title  | Title   |
| Date  | Date  |

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