



## TIP SHEET

### CREATE A STUDY RECORD

- **General Information:** Study name, Discount, IRB approval, NCT #, Study code, Study Type, & Description.
- **Users & Providers:** Principal Investigator & Study Coordinators.
- **Studies Activities Set-Up:** VH Generic Research Study Enrollment Report.
- **Automated Actions:** Appointment Notification & ADT Event.
- **Billing Set-Up:** Research (Guarantor). Virtua 10 (Service Area). Create Records Necessary for Billing. Return to General Information form and activate study.

### ASSOCIATING A PATIENT TO A STUDY

- Click on Pt Research Studies button.
- Add coordinators, status, participant ID, active start date.

### ASSOCIATING AN ENCOUNTER TO A STUDY

- Click Appts . Add Department, Visit Type (Research), Provider & Date.

### BILLING

- Click the check box to Link the encounter to the study.