

# The Magnifier

December 12, 2011

Fairview Research Administration (FRA)

The Magnifier is a newsletter providing information and announcements pertaining to the conduct of research within Fairview Health Services. Please share our newsletter with others who may be interested and [contact us](#) to be added or removed from the mailing list. You can also view this and previous editions of our newsletter on the [Research web page](#).

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### New Research Opt Out in Epic

The way research opt outs are captured in Epic will change to a Patient Type by the end of this week. Patient Types are captured on the patient's Demographic page, but can be viewed in several locations.

The opt out FYI Flags will still be available, but will no longer be updated. They will be removed once we're confident the Patient Type is functioning properly.

A [Tip Sheet](#) for viewing the Patient Type Opt Out is available on our website.

### Business Team Updates

#### Scheduling Hospital Admissions and Same Day Procedures

##### Effective January 1<sup>st</sup>

To schedule research-related inpatient admissions and same day procedures:

1. The researcher needs to alert the scheduler up front that it is research related  
AND
2. Needs to tell the scheduler if the study will pay for all or part of the encounter. This will ensure patients and insurance are not notified if the full encounter is paid for by the study.

Fairview will not schedule in these areas without both pieces of information. If the researcher does not know if research will be the only payer, the scheduler will refer the researcher to FRA. We will refer to the study-specific billing grid in TASCs to identify the payers.

#### Linking if the patient is consented during hospitalization

If you consent a patient after he is admitted to the hospital, and part of the inpatient stay will be billed to research, there are two steps for linking that admission to the research study:

1. Contact FRA (612-672-7690 or [research@fairview.org](mailto:research@fairview.org)) with the patient's MRN and date of admission for the inpatient stay. We have to change the consent date in Epic to match the date of admission in order to link the admission. You should keep the actual consent date accurate in TASCs.
2. Once we confirm we updated the consent date, call Admitting at 612-273-6685 to link the inpatient stay to the study.

### **New EPIC Research Invoices**

We have more than 75% of the EPIC research invoices for March-September 2011 completed. We will start working on the invoices for October-November services in the next few weeks.

Based on your feedback, we have added the TASCs # and billing contact name to the address field on the first page of the invoice. We will continue to make modifications in support of ongoing improvement.

Please see the [EPIC research invoice tutorial](#) on our website.

For questions or corrections needed to your invoice, please contact JJ Green (612-672-7675) or Julie Helgerson (612-672-7678).

### **Billing Contacts for Clinical Services**

#### *Insured Patients:*

The Fairview Priceline (612-672-1048) explains how much Fairview expects to be reimbursed for a procedure based on the hospital contract with the patient's insurance company.

The Financial Securing Center (612-672-2000) works with patients to obtain prior authorizations from their insurance company.

#### *Uninsured Patients:*

Financial counselors (612-273-4308) explain how much a procedure will cost and how much would be required as a deposit (if applicable), and assist patients with payment options.

### **Reminder about TASCs Service Locations**

We have received several questions about the service location options in TASCs. The TASCs manual has an appendix detailing the service locations. Please see pages 67-68 for a list of each clinic and to which service location they belong: [http://www.ctsi.umn.edu/research/ctrs/assets/TASCs\\_User\\_Manual.pdf](http://www.ctsi.umn.edu/research/ctrs/assets/TASCs_User_Manual.pdf)

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