Research Studies must have an Epic Research Record (RSH) if the study includes use of:

- Investigational medication or device,
- Require the ordering of services (lab, IDS, etc.)
- Studies that will use recruitment tools in Epic, All Research studies must be interfaced into Epic from the SPARC Request system

Information in the RSH study record must be complete prior to requesting RSH study record activation

Association to the the RSH record must happen at 3 levels:

- Participant
- Encounter (research specific or mixed visit)
- Order

When associating a participant to a to an RSH study record, timelines must be set

Use of the Z00.6 (formerly V70.7) research diagnosis code should be used on all research and mixed encounters as well as any research orders (research specific or standard-of-care (SOC) per the research protocol)

- The Z00.6 diagnosis code must be listed as primary for any orders and encounters that are research only
- The Z00.6 diagnosis code must be listed as secondary for any orders that are SOC per the research protocol and/or any mixed encounters

Billing Review of charges must be completed within 4-5 days of the charge posting date.

- Until a research billing workflow audit is conducted and passed, all patient charges (research and clinical) must be reviewed while the patient remains active on the research study

Reports for research data must go through the Data Request and Honest Broker process

Helpful Tips and Tricks sheets can be found:
http://mcintranet.musc.edu/epic/training/trainingresources/research/researchtrainingresources