Division of Biostatistics - Service Request Form (Non-Jefferson Researchers)

Date ____________________
Name ____________________________________________________________________________________________
Name of PI if different ______________________________________________________________________________
Department _____________________________________________________________________________________
Address ________________________________________________________________________________________
Telephone # __________________ Fax # __________________ Email __________________

Is the project cancer-related?    □ Yes □ No
Is this request for assistance with a grant or contract proposal or industry-sponsored protocol?    □ Yes □ No
   If yes, please provide the following information:
      Funding Agency _____________________________________________________________________________
      Submission Deadline ________________________________________________________________________

Is this request for assistance with analysis of data from human subjects?    □ Yes □ No
   If yes, the project’s PI must provide Biostatistics a copy of the IRB approval letter. In addition, data transferred to
   Biostatistics should not include any private health information identifiers.

Project Description _______________________________________________________________________________
________________________________________________________________________________________________
________________________________________________________________________________________________
________________________________________________________________________________________________

Please Provide Information on Any Deadlines ____________________________________________________________

Policies:
• Initial consultations are provided free-of-charge. These consultations are for no more than one hour and do not
  include data analyses.
• Any consultations other than the one-hour courtesy consult are on a fee-for-service basis. Currently, the rates for non-
  Jefferson researchers are $166 per hour for faculty and $77 per hour for consulting unit staff. An estimate for the total
  cost of the consultation can be provided upon request.
• The consulting fee is waived for work on grant and contract proposals and investigator-initiated protocols if Division
  personnel are included in the proposed budget.
• Decisions regarding authorship for faculty or staff on any publications or presentations resulting from consultations
  with the Division of Biostatistics should be considered independently of funding.

I understand that I will be billed quarterly for any hours for which the consulting fee is not waived in accordance
with the policies above.

PI Signature: ____________________________ Date: ____________________________

Complete form and fax or deliver to:
Division of Biostatistics, 1015 Chestnut St., Suite 520, Fax: 215 503 3804