VERSION October 2023 (Draft 0.5\_27Jun23)

**[Interactive Costing Tool (iCT) Finance Schedule Instructions**

*Please delete instruction text prior to inserting Finance Schedule into Finance Appendix of master Agreement*]:

* *This Finance Schedule is to be inserted into the Finance Appendix of the relevant UK master commercial agreement. The UK master agreement templates can be accessed in* [*IRAS Help*](https://www.myresearchproject.org.uk/help/hlptemplatesfor.aspx#Contracts-Agreements)*.*
* *The Finance Schedule is intended for use with all UK commercial master agreements for use in the NHS across the UK, including in Health and Social Care (HSC) in Northern Ireland.*
* *The Finance Schedule is generated by the interactive Costing Tool (iCT), following completion of the iCT study resource review, release of iCT to the Sponsor and creation by the Sponsor of organisation level iCTs.*
* *For studies that fall within scope of the National Contract Value Review (NCVR) programme, modification of the iCT generated Finance Schedule is prohibited. Unmodified use is recommended in all cases.*
* *Any suggestions for improvements can be shared through the online feedback form underneath the functionality updates section of our* [*interactive Costing Tool (iCT): Getting started webpage*](https://www.nihr.ac.uk/documents/interactive-costing-tool-ict-getting-started/12170)*:*
	1. **Set-up, Management and Close-Down Fees**

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| --- | --- |
| **Task Breakdown** | **Total Value (inclusive of all overheads and Trial Site Multipliers)** |
| R&D fee | £2921 |
| Medical Records Dept Set Up Fee | £310 |
| Pathology Dept Set Up Fee | £310 |
| Archiving fee (per box) | £619 |
| Clinical Research Facility set-up fee (only chargeable when specialist CRF is required for trial conduct or Sponsor has chosen to use facilities for potential study benefits) | £3505 |
| Category A or B amendment fee (chargeable per amendment) | £353 |
| SIV Fixed Cost for 2 Medics @ 3 Hrs Each  | £1290 |
| SIV for 6 Nurses @ 3hrs Each + 2 Nurses @ 5 Hrs Each to cover for coordination time  | £2552 |
| Monitoring Fee (per hour per non-medical staff member) | £91 |
| Maximum patient travel costs per visit | £117 |
| Refreshments for Patients (applicable for visits lasting over 3 hours) | £12 |
| Refreshments for Carers (applicable for visits lasting over 3 hours) | £12 |
| IMP Management Fee per year per site (Annualised charge - pro rata as needed) | £679 |
| A: Dispensary based dispensing only with no aseptic dispensing | £2000 |
| Pharmacy Storage or disposal of all unused/expired medicines originally supplied by Sponsor. Chargeable if not collected within 1 month of the first request and to be paid per month quarterly in arrea | £62 |
| Receiving Shipment | £62 |
| Waste disposal management inc paperwork, logs etc | £50 |
| Waste disposal as hazardous waste per container or IMP destruction (per site charge as required) | £30 |
| IVRS/ study specific training as required by sponsor. Chargeable on an hourly rate. | £91 |
| Ad Campaign fee – one off Fee | £2,500 |

* 1. **Clinical Trial Participant Visit Fees**

**Vaccination Phase Arm**

|  |  |
| --- | --- |
| **Visit** | **Payment** |
| Screening | £1409 |
| D1 Baseline | £1067 |
| Day 8 | £326 |
| Day 29 | £293 |
| Day 57 | £816 |
| Day 64 | £326 |
| Day 85 | £679 |
| Day 113 | £293 |
| Day 141 | £293 |
| Day 169 | £816 |
| Day 176 | £326 |
| Day 197 | £651 |
| **Total** | **£7295** |

**Vaccination Phase Arm (additional itemised and scheduled activity above per Clinical Trial Participant total)**

|  |  |
| --- | --- |
| **Visit** | **A** |
| Screening | £14 |
| D1 Baseline | £14 |
| Day 8 | £0 |
| Day 29 | £0 |
| Day 57 | £14 |
| Day 64 | £0 |
| Day 85 | £14 |
| Day 113 | £0 |
| Day 141 | £0 |
| Day 169 | £14 |
| Day 176 | £0 |
| Day 197 | £14 |

A = Urine pregnancy test; by visual colour comparison methods

**Follow up Phase Arm**

|  |  |
| --- | --- |
| **Visit** | **Payment** |
| Day 226 | £303 |
| Day 256 | £303 |
| Day 286 | £594 |
| Day 316 | £303 |
| Day 346 | £661 |
| Day 376 | £303 |
| Day 406 | £303 |
| Day 436 | £594 |
| Day 466 | £303 |
| Day 496 | £303 |
| Day 526 | £661 |
| Day 556 | £303 |
| Day 586 | £303 |
| Day 616 | £594 |
| Day 646 | £303 |
| Day 676 | £303 |
| Day 706 | £661 |
| Day 736 | £303 |
| Day 766 | £303 |
| Day 796 | £594 |
| Day 826 | £303 |
| Day 856 | £303 |
| Day 886 | £661 |
| **Total** | **£9565** |

**Follow up Phase Arm (additional itemised and scheduled activity above per Clinical Trial Participant total)**

|  |  |
| --- | --- |
| **Visit** | **A** |
| Day 226 | £0 |
| Day 256 | £0 |
| Day 286 | £14 |
| Day 316 | £0 |
| Day 346 | £14 |
| Day 376 | £0 |
| Day 406 | £0 |
| Day 436 | £14 |
| Day 466 | £0 |
| Day 496 | £0 |
| Day 526 | £14 |
| Day 556 | £0 |
| Day 586 | £0 |
| Day 616 | £14 |
| Day 646 | £0 |
| Day 676 | £0 |
| Day 706 | £14 |
| Day 736 | £0 |
| Day 766 | £0 |
| Day 796 | £14 |
| Day 826 | £0 |
| Day 856 | £0 |
| Day 886 | £14 |

A = Urine pregnancy test; by visual colour comparison methods

**Infant Outcome Arm**

|  |  |
| --- | --- |
| **Visit** | **Payment** |
| Screening | £401 |
| 72 Hours | £122 |
| Up to 3 Weeks | £0 |
| Up to 6 weeks | £157 |
| **Total** | **£680** |

* 1. **All Other Fees**

**Additional itemised costs**

|  |  |
| --- | --- |
| **Additional Itemised Costs** | **Cost per event** |
| Vital Signs measurements (Temp, BP, Pulse and respiration) | £52 |
| Review/reporting of patient AEs/SAEs | £103 |
| Follow up safety calls | £33 |
| Telemedicine Visit (In place of clinic visit, includes PI/SC) | £49 |
| CMV Illness Assessment | £103 |
| Seroconversion Visit | £103 |
| Blood sample - collection processing | £49 |
| Urinalysis - Urine processing (dipstick or sample preparation) | £8 |
| SAE Follow-Up | £24 |
| Review of Quality of Life Questionnaires (EQ-5D-5L/HRPQ) | £49 |