

**UNIVERSITY OF VIRGINIA HEALTH SYSTEM
GENERAL CLINICAL RESEARCH CENTER CORE LABORATORY**

ASSAY SCHEDULE POLICY

I. WHO MAY USE THE GCRC CORE LAB FOR ASSAYING OF SAMPLES

- A) Any investigator with an approved, active GCRC protocol is entitled to use the Core Lab to assay her/his samples, providing the Core Lab performs these procedures and providing the GCRC Advisory Committee approves support of these assays when the protocol is reviewed by that group.
- B) Any Clinical Associate Physician (CAP) or K23 Awardee who is currently working on an approved, active protocol on the GCRC is entitled to have her/his samples run in the Core Lab, providing the Core Lab performs the required assays.
- C) Any investigator with a clinical RO1 or R21 grant who has an approved, active protocol on the GCRC is entitled to have her/his samples assayed in the Core Lab providing the Core Lab performs the required assays. The Core Lab must be reimbursed at the established rate for providing this service.

II. ASSAY ROTATION

- A) The Core Laboratory performs assays in an alphabetical rotation by P.I. The investigator must fill out request forms for all assays and list her/his priorities, if applicable. Each request may take several days to complete because of the size (100 – 500 samples) of each assay. The rotation continually repeats itself, with one “day” on the rotation allocated per investigator, plus additional days as may be authorized below.
- B) For each RO1 or R21 grant, an investigator is entitled to an additional slot in the assay rotation, providing the GCRC is reimbursed for these tests for the respective R01 or R21.
- C) Assays from collaborative protocols from other institutions are run in the Core Lab, providing the protocol has GCRC Advisory Committee approval. Assays are run in the slot from the University of Virginia investigator who is involved in that collaboration.

- D) Investigators who have completed a protocol or who currently do not have an active protocol on the GCRC are not included in the rotation schedule. If a new protocol requires the Core Lab's services in the future, the investigator will then be placed back in the rotation schedule.

III. EXCEPTIONS

- A) It is sometimes necessary to interrupt the normal investigator rotation for an unusual situation. These may include:
- 1) Abstract Deadlines – These usually occur in December and January and investigators are notified ahead of time to notify the Core Laboratory if they will need additional assay days.
 - 2) The P.I. is presenting data for a conference and needs additional assays.
 - 3) The data are needed for completing a grant.
 - 4) Students trying to meet guidelines for graduation.

In this event, the added number of days will be deleted from that P.I.'s days on the next rotation(s).