Billing Calendar Comments:
It is important to add comments to those items/services on the billing calendar, especially to those that are sponsor paid or non-billable. Taking this proactive step, helps reduce the number of questions that occur at time of initial review by CRAO. In addition, adding comments for your research subjects in the scheduling system and/or in the research notes in Careweb/MiChart is very important.

How to make comments on your calendar:
Right click on the item/service (not the time point) that needs a comment in the Clinical trials Edit window
Click “Add Notes To This Item”
For notes to appear on the billing calendar, type: |B| your comment here |B|

Venipuncture:
Although Pathology is currently not charging for this service, this still needs to be added to the calendar find it quick and easy by searching for the CDM, The CDM code for this is: 30000089

CRAO is very proud of our turn around time and we would like to share the results! Our turn around time is the time our process takes from receipt a billing calendar to final approval.

TURN AROUND TIME

Helpful Tips
Clinical Research Billing Guidance Page
(FAQs, Forms, Contacts etc)

*Direct all of your clinical research billing questions to crbissues-help@med.umich.edu and include a completed charge correction request form

*Direct the completed Unscheduled Occurrence Form to crbissues-help@med.umich.edu

*MiChart Charge Reconciliation Report request form to crbissues-help@med.umich.edu

ALL FORMS ARE LOCATED ON THE CLINICAL RESEARCH BILLING GUIDANCE PAGE LINK ABOVE

Have you seen the new weekly MBECT newsletter? It’s full of helpful tips and tricks! Check it out on our webpage (towards the bottom)