



**Financial Newsletter  
Issue 002**

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**NON-PROMISE – CHANGES TO COST AND PAYMENTS**

As we work through the new fixed cost per participant payment model, we have received many comments from all of you. Based on your suggestions, we have adjusted the cost and payments related to the following protocols: P1026s, P1080, 2000, P1104s, P1101, P1113, P1115 and P1070. If you are registered for any of these protocols you will be receiving a Task Order modification that better addresses your billing concerns.

The changes are as follows:

- P1026s has no follow up so the full per participant price will be paid upon enrollment.
- P1070 has no follow up so the full per participant price will be paid upon enrollment.
- P1080 has no follow up so the full per participant price will be paid upon enrollment.
- P1101 has no follow up so the full per participant price will be paid upon enrollment.
- P1104s has no week 24 visit so the full year 1 per participant price will be paid upon enrollment.
- P1115 now includes Step 1 and Step 2 per participant pricing.
- IMPAACT 2000 has no follow up so the full per participant price will be paid upon enrollment.

If you have already invoiced for any new enrollments for these protocols and only billed for 50% then we will accept invoices upon full execution of the task order for the remaining 50%.

**ANNUAL MEETING INFORMATION**

The IMPAACT Annual Meeting will be held in collaboration with the HIV Prevention Trials Network (HPTN) on June 14-19, 2015 at The Crystal Gateway Marriott in Arlington, Virginia.

The Johns Hopkins University Finance and Contracts team has set aside time to meet with each Clinical Trials Unit (CTU) at the annual meeting. All CRSs from your CTU should attend during the same meeting time so that all related questions can be addressed.

We will have a conference line available during all meetings so that financial and administrative team members can call in from your site(s). We will not be able to provide meeting handouts in advance. Please consult your annual meeting agenda for meeting locations.

The following time slots are available:

**Tuesday, June 16, 2015**

Meeting 1 9:00 a.m. – 9:45 a.m.  
Meeting 2 9:50 a.m. – 10:35 a.m.  
Meeting 3 10:40 a.m. – 11:25 a.m.  
Meeting 4 11:30 a.m. – 12:15 p.m.  
Meeting 5 1:00 p.m. – 1:45 p.m.  
Meeting 6 1:50 p.m. – 2:35 p.m.  
Meeting 7 2:40 p.m. – 3:25 p.m.  
Meeting 8 3:30 p.m. – 4:15 p.m.

**Wednesday, June 17, 2015**

Meeting 9 2:30 p.m. – 3:15 p.m.  
Meeting 10 3:20 p.m. – 4:05 p.m.  
Meeting 11 4:10 p.m. – 4:55 p.m.

All time slots will be filled on a first come, first served basis and will be held strictly to 45 minutes. We will add more time slots as the scheduled times above are filled.

Please fill out the attached request form and submit to [jlizott1@jhmi.edu](mailto:jlizott1@jhmi.edu). We will do our best to schedule meetings at one of the requested times.

## INTERNATIONAL WIRE TRANSFERS

If there is a change to bank account information that JHU currently wires payments to, your site must fill out the International Wire Information Form (attached). Accounts Payable cannot issue payments if the banking information listed on the invoice does not match the account information on file. Keeping your sites banking information up to date with JHU will greatly reduce delays in payments.

## UPCOMING NEWSLETTER TOPICS

- Uniform Guidance
- IMPAACT Team Members Bios and Duties
- Please submit any request for newsletter topics to Jackie Lizotte – [jlizott1@jhmi.edu](mailto:jlizott1@jhmi.edu)

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