



Trustees of Dartmouth College • Dartmouth-Hitchcock Medical Center  
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To: Dartmouth College and Dartmouth-Hitchcock Medical Center Research Community  
From: Martin Wybourne and Susan Adams

### **Changes to CPHS Fees for Review and Operations**

This memorandum announces an upcoming increase in the fees for both expedited and full committee reviews by the CPHS of externally funded studies. In addition, other potential changes to CPHS operations under active consideration are described to invite comments from the research community on their impact.

#### **CPHS fees for review:**

Fees for CPHS review were originally instituted in 1995. The fee for full committee review has remained at the same level since 2003; the fee for expedited review has remained constant since 1995. The current fees are low in comparison to peer institutions. As a result of the College's effort to respond to economic conditions occurring nationwide and globally, fees for CPHS reviews will increase. The administrative operations of the CPHS are not part of indirect cost recovery for federal awards, but are instead supported by the Provost's Office at Dartmouth College and Dartmouth Medical School. The fees charged for review cover only a portion of the non-personnel expenses of CPHS operations.

**Effective July 1, 2009, the new CPHS fee schedule for new, externally-funded studies, both federal and non-federal, will be:**

**\$2000 for initial full committee review**  
**\$750 for initial expedited review**

#### **Other Changes to CPHS Operations:**

Other changes to CPHS operations are currently under active consideration. Please direct your comments on the potential impact of these changes to either Martin Wybourne or Susan Adams.

- 1. Convening three general CPHS meetings per month, each of which will review oncology studies:** The once monthly meeting for the review of oncology studies creates onerous deadlines for the production of study documents. This change is intended to provide greater flexibility in scheduling CPHS review and to better serve the investigators of the Norris Cotton Cancer Center.
- 2. Instituting a committee specifically to review social and behavioral science studies:** The members of this committee would concentrate expertise from the social and behavioral sciences. Studies relying on methodologies from these disciplines would receive review by this committee.
- 3. Designating an advisory group to the CPHS:** The Vice Provost for Research would chair this group, which would include the CPHS chairs and director, several investigators from various disciplines and research staff representatives, plus other institutional officials with regulatory responsibilities. The group would discuss, consider, and recommend policies and procedures to the CPHS at regular quarterly meetings.

Copies of this memo are available at:

<http://www.dartmouth.edu/~cphs/docs/cphs-fees-memo-february-2009.pdf>