



## SPARCCatalog Pricing Configuration (v2.0.0)

\*Prior to entering any service pricing into SPARCCatalog, please ensure appropriate institutional approvals have been obtained\*

\*Pricing map(s) look up to pricing setup(s). Ensure a pricing setup exists at the provider or program level.

**Pricing**

Pricing Setup

Add Pricing Setup

▼ Effective on 1/14/2013 - Display on 1/13/2013

**Dates**

Display Date \* 1/13/2013

Effective Date \* 1/14/2013

\*Required Field.

**Source of Price / Rate**

Self Defined

Charge Master

**Percent of Fee**

Federal 100.0 %

Corporate\* 100.0 %

Other\* 100.0 %

Member\* 100.0 %

\*Must be greater than or equal to Federal Percent.

[Apply Federal % to All](#)

**Rates**

Funding Source	Rate
College*	Federal Rate
Federal	Federal Rate
Foundation*	Federal Rate
Industry*	Corporate Rate
Investigator*	Federal Rate
Internal*	Federal Rate
Unfunded Student Research*	Federal Rate

<b>Part 1: Pricing Setup</b>	
Pricing Setup is required prior to adding service costs/pricing maps	
<b>Dates</b>	
Display Date:	When the service shows in the tree with future pricing map pricing.
Effective Date:	When the displayed pricing actually goes into effect
<b>Source of Price/Rates</b>	
Self-Defined:	Manual entry
<b>Percent of Fee</b>	
Federal:	Percent of Service Rate charged to a Federal funding source; defined by leadership
Corporate:	Percent of Service Rate charged to a Corporate funding source; defined by leadership
Other:	Percent of Service Rate charged to a Other funding source; defined by leadership
Member:	Percent of Service Rate charged to a Member funding source; defined by leadership
<b>Rates: Funding Source (Type all that apply below)</b>	
College, Federal, Foundation, Industry, Investigator, Internal Unfunded Student Research:	Defines the rate utilized for selected funding source, using percent of fee calculation

A service is anything that is orderable in SPARC (i.e. Venipuncture). Services can be located directly under the Program, or Core Level, depending on how your institution is set up.

Tags are special functionality that turn features on.

**General Information**

<b>Program</b>	Research Nexus
<b>Core</b>	Nursing Services
<b>Name</b>	Vitals/Height/Weight/Pulse Ox (Simple)
<b>Abbreviation</b>	Vitals Simple
<b>Description</b>	Vitals include: height, weight, pulse oximeter, BP, temp, pulse, and any body measurements performed by nursing staff such as head circumference. This fee also includes documentation. Fee is assessed each time vitals are performed as defined by protocol
<b>Order</b>	42
<b>One Time Fee</b>	<input type="checkbox"/>
<b>Display in SPARC</b>	<input checked="" type="checkbox"/>
<b>Add Additional Details</b>	<a href="#">Add Additional Details</a>
<b>Tags</b>	Administrative approvals <input type="checkbox"/> Required forms <input type="checkbox"/> Epic <input type="checkbox"/>

**\*Review data to ensure entry is occurring for correct service\***

Field	Description
Program	Displays name of program
Core	Displays name of core
Name	Displays name of service
Abbreviation	Name displayed in shopping cart when selected. User search terms.
Description	Information service providers display to users about their service.
Order	Displays service order (i.e. 1-10 shows up in numerical order, but if all order 1 they will be alphabetical).
One-Time Fee	If checked, the service level components (for SPARCFulfillment) box will appear below. One-time fees do not require a calendar build and the one-time fee pricing appears (instead of per patient)
Display in SPARC	Allows user to view service in SPARCRequest sidebar.
Form Functionality	Form that populates to request additional fields.
Tag: Administrative Approval	Used for administrative approval stamps found within SPARCDashboard admin edit.
Tag: Required Forms	Hard coded form that sends to user(s) in an email
Tag: Epic	Triggers Epic interface box
Tag: Fulfillment	Populates a tab/section

Fields used for mapping services in scripts.

**Epic Interface**

EAP ID  CPT Code  Charge Code

Revenue Code  Send To Epic

Field	Description
CPT Code:	A standardized medical code set used to identify procedures (Current Procedural Terminology Code)
Revenue Code:	Standardized hospital locational code
EAP ID:	Epic unique identifier that the interface looks to if a CPT code does not exist
Send to Epic:	Identifies services meant to interface
Charge Code:	Historical ID used for Epic records (in process of migration)

## Fulfillment

### Fulfillment Provider Rights:

Name/Email	Delete
Karen Packard (packardk@musc.edu)	<input checked="" type="checkbox"/>
Winnice Walker (walkerwb@musc.edu)	<input checked="" type="checkbox"/>
Kyra Hasslock (hassloc@musc.edu)	<input checked="" type="checkbox"/>
Deborah Mcneal (mcnealde@musc.edu)	<input checked="" type="checkbox"/>
Angela Mcmillan (mcmil@musc.edu)	<input checked="" type="checkbox"/>
Christine Aanstoos (aanstoos@musc.edu)	<input checked="" type="checkbox"/>

Field	Description
Name/Email	Providers who can access and manage service provision in Fulfillment module
Delete	Removes user access from Fulfillment

## Status Options (Use default statuses below or click to create custom service request statuses)

<b>Draft:</b> <input checked="" type="checkbox"/>	
<b>Submitted:</b> <input checked="" type="checkbox"/>	
<b>Get a Cost Estimate:</b> <input checked="" type="checkbox"/>	
<b>Complete:</b> <input checked="" type="checkbox"/>	
<b>Awaiting Requester Response:</b> <input checked="" type="checkbox"/>	
<b>On Hold:</b> <input checked="" type="checkbox"/>	
<b>In Admin Review:</b> <input checked="" type="checkbox"/>	
<b>Active:</b> <input checked="" type="checkbox"/>	
<b>Administrative Review:</b> <input type="checkbox"/>	
<b>Approved:</b> <input type="checkbox"/>	
<b>Declined:</b> <input type="checkbox"/>	
<b>Invoiced:</b> <input type="checkbox"/>	
<b>In Committee Review:</b> <input type="checkbox"/>	
<b>In Fulfillment Queue:</b> <input type="checkbox"/>	
<b>In Process:</b> <input type="checkbox"/>	
<b>Withdrawn:</b> <input type="checkbox"/>	
	<b>Default Statuses:</b>
	Awaiting Requester Response
	Complete
	Draft
	Get a Cost Estimate
	In Process
	On Hold
	Submitted

Field	Description
Status Options:	Ability to customize selected statuses (does not include default statuses if choosing ala cart)
Default Statuses:	If no checkboxes are selected these statuses will display for administrative users

### User Rights

#### Super Users

Name/Email	Delete
Emily Hutson (hutsone@musc.edu)	<span style="color: red;">✕</span>

#### Catalog Manager Rights

Name/Email	Delete
John Clark (clarkjt@musc.edu)	<span style="color: red;">✕</span>

#### Service Providers

Name/Email	Primary Contact	Hold Emails	Delete
John Clark (clarkjt@musc.edu)	<input type="checkbox"/>	<input type="checkbox"/>	<span style="color: red;">✕</span>
Stephanie Oppenheimer (oppenhei@musc.edu)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<span style="color: red;">✕</span>
Lynn Patterson (pattersl@musc.edu)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<span style="color: red;">✕</span>

#### Submission E-mails

Field	Description
Super Users:	Super users are configured within the SPARCCatalog module and have the ability to see all requests and can edit such requests in SPARCDashboard & SPARCFulfillment per assigned hierarchical structure. Also have the ability to access SPARCReport.
Catalog Manager Rights:	Catalog managers are configured within the SPARCCatalog module and have the ability to

	make changes within the assigned organizational hierarchical structure.
Service Providers:	Configured within the SPARCCatalog at a split/notify* organization and receives system generated emails from SPARCRequest. These providers also have access to process requests in SPARCDashboard.  *Split/notify defines the level of program management (i.e. receive separate notifications and groups your services under a defined group of fulfillment/clinical providers)
Primary Contact:	Ability to appoint main contact shown on SPARCRequest Final Review page
Hold Email:	Providers who do not wish to receive system generated emails
Submission Emails:	Used for emails that are not tied with a single user (i.e. group emails)

### Surveys

**Name (and Version)** Delete

SCTR Customer Satisfaction Survey - Version 0 ✖

[https://sparc-d.obis.musc.edu/direct\\_link\\_to/sctr-customer-satisfaction-survey?survey\\_version=0](https://sparc-d.obis.musc.edu/direct_link_to/sctr-customer-satisfaction-survey?survey_version=0)

Please select a survey ▼ New Associated Survey

\* The associated survey(s) will be sent out to the service requester(s) through email at the time of service completion.

Field	Description
Name (and Version):	Appointed survey name; version is required to differentiate
New Associated Survey:	Ability to turn on a survey at specified level

## Service Level Components

**Components**

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Self-service tool trainings	Remove
Linkages to other consults for feasibility purposes	Remove
Process training for honest broker service requests	Remove
Honest Broker Feasibility Fulfillment services	Remove

<b>Field</b>	<b>Description</b>
Component:	The provider defined elements of a service that are displayed in SPARCFulfillment.

Services that will pull into the shopping cart together.

**Related Services**

Service	Required	Linked Quantity?	Linked Quantity Total	Delete
Processing for Leptin Assay	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input style="width: 50px;" type="text" value="2"/>	<input checked="" type="button" value="X"/>
<input style="width: 100%;" type="text" value="New Related Service"/>				

<b>Field</b>	<b>Description</b>
Service:	Name of service which is linked to the current service; will appear in shopping cart when current service is chosen.
Required:	When checked, linked service cannot be removed by user until other service is removed. When unchecked, this service will appear but can be removed from shopping cart.
Linked Quantity:	Default quantity of chosen linked service
Linked Quantity Total:	Default total quantity of related service pair
Delete:	Ability to delete related service

## Per Patient

Pricing Maps

Add Pricing Map

Effective on 5/01/2013 - Display on 5/01/2013

Dates

Display Dates: 5/01/2013  
Effective Date: 5/01/2013

Rates

Service Rate: 90.00

	CALCULATED	OVERRIDE
Federal Rate	90.00	63.00
Corporate Rate	90.00	63.00
Other Rate	90.00	63.00
Member Rate	90.00	63.00

\*IF N/A, NO PRICING SET-UP IS DEFINED FOR THE CURRENT DATES

Per Patient

Clinical Quantity Type (hours, each, slides, etc.): Each

Unit Factor: 1.0

Quantity Minimum: 1

One Time Fee

## One Time Fee

Pricing Maps

Add Pricing Map

Effective on 7/06/2015 - Display on 7/06/2015

Dates

Display Dates: 7/06/2015  
Effective Date: 7/06/2015

Rates

Service Rate: 840.23

	CALCULATED	OVERRIDE
Federal Rate	840.23	
Corporate Rate	840.23	
Other Rate	840.23	
Member Rate	840.23	

\*IF N/A, NO PRICING SET-UP IS DEFINED FOR THE CURRENT DATES

Per Patient

One Time Fee

Unit Type (weeks, days, samples, etc.): Total N

Quantity Type (hours, each, slides, etc.): Total Number of Samples per Patient

Quantity Minimum: 1

Unit Factor: 39.0

Unit Maximum: 2147483647

Exclude from Indirect Cost:

Step 2: Pricing Map	
Pricing map defines cost at a procedure level and looks to pricing setup for discounts.	
Display Date:	Defines when a service will display in SPARC for use
Effective Date:	When the displayed pricing actually goes into effect
Service Rate:	Cost of service before discounts are applied (Full Rate)
Federal Rate:	Research rate applied to a Federally funded study (this is typically used for NIH or other grant funding)
Corporate Rate:	Research rate applied to a Corporate funded study.
Other Rate:	Research rate applied to Other funding sources defined by an Institution
Member Rate:	Used for collaborative rates
Override:	The ability to overwrite rates
Per Patient	
Clinical Quantity Type:	Any unit of measurement (hours, each, slides, etc)
Unit Factor:	Base number used to divide requested Clinical Quantity by
Quantity Minimum:	The minimum quantity that has to be requested (integer)
One Time Fee	
Unit Type:	Any unit of measurement (N/A, weeks, days, samples, etc); May not be applicable
Quantity Type:	Any unit of measurement (hours, each, slides, etc)
Quantity Minimum:	Lowest number of allowable requests
Unit Factor:	Base number used to divide requested quantity by
Unit Maximum:	Highest quantity of allowable requests
Exclude from Indirect Cost:	Able to determine at a service level which services are included in indirect cost calculations.

\*Updates are always being made to the system. Please contact the SPARCRequest Team if inconsistencies are found\*