

Part X: Contact Information

| Table of Contents | Page |
|--------------------------|-------------|
| Contacts | X-2 |
| Organizational Charts | X-3 |

Contact Information

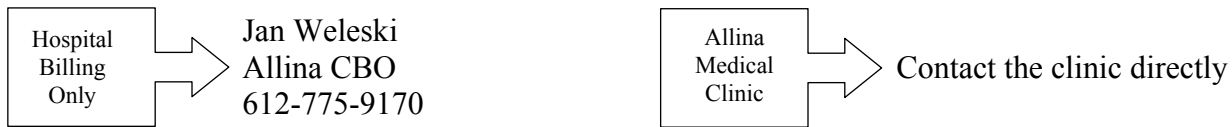
Allina Sponsored Projects Administration (SPA) – oversees and manages the SPRP and research billing program. Contact SPA if you need assistance with any item in this Guide. Sponsored Project Setup Worksheets and related materials should be submitted to:

| | |
|--|--|
| Kurt Sargent 612-262-4926 Manager, Sponsored Projects Administration | Carmi Anderson 612-262-4927 Research Compliance Specialist, Sponsored Projects Administration |
|--|--|

Allina Institutional Review Boards (IRBs) – are responsible for ensuring the rights and welfare of human research participants. Contact the IRB if you have questions about Human Subjects Protection:

| | |
|--|--|
| 612-262-4920 Abbott Northwestern Hospital Phillips Eye Institute | Mercy and Unity Hospitals United Hospital |
|--|--|

Allina Consolidated Business Office (CBO) or Allina Medical Clinic – is responsible for billing at Allina. Contact the CBO if you have questions about your account or a statement. For specific charges on a patient/participant’s account, contact either the department or the Research Compliance Specialist.



Accountable Executives – are senior members of an Allina Business Unit or Allina, with a position title of Vice President or above and who are given authority to accept an agreement on behalf of the individual Allina facility or the overall organization.

| | | | |
|---|---|--|--|
| Dave Albright Abbott Northwestern Hospital 612-863-5598 | Philip Patterson Mercy and Unity Hospitals 763-236-8131 | Shari Levy Phillips Eye Institute 612-775-8815 | Dan Foley, M.D. United Hospital 651-241-8814 |
|---|---|--|--|

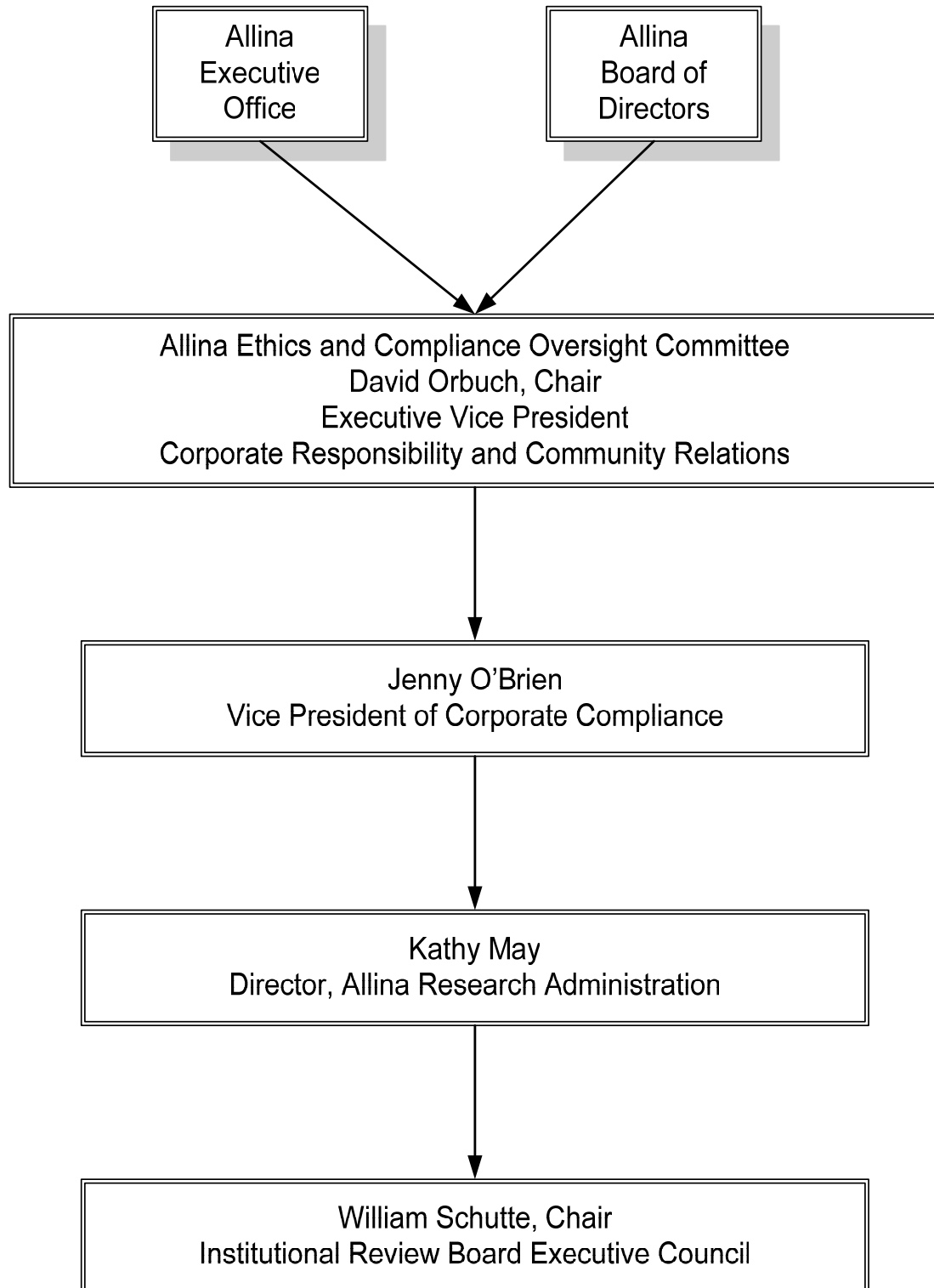
Registration – Contact the registration staff if the Research Plan Code (RPC) was not communicated at the time the patient was registered or admitted. For example, if a patient is placed in a clinical trial *after* he/she is registered, call registration to have the RPC added o the patient’s account.

| | | | |
|--|---|--|---|
| Terry Koberstein Abbott Northwestern Hospital 612-863-4385 | Rochelle Harris Mercy Hospital 763-236-7900 | Pam Ketcham United Hospital 651-220-8678 | Carol Williams Unity Hospitals 763-236-4568 |
|--|---|--|---|

Hospital Contacts

SPA is no longer going to include contact information for hospital departments within the Guide. Check the SPA website or contact Carmi Anderson at 612-262-4927 or Kurt Sargent at 612-262-4926 to obtain the contact name.

Allina Research Compliance Oversight Structure



Allina Research Administration Structure

