

## **Policies**

(a) Confidentiality. All study participants referred for services provided by the proposed Core must have an assigned subject identification number (SID). All ultrasound images will include only the SID and no other identifiable information. Imaging data and results will use only this SID.

(b) Cost Recovery/Payment Policies. The Business Administrator for the Division of Infectious Diseases (Mr. Kellams) and the Core Director (Dr. Gupta) will be jointly responsible for coordinating payment arrangements between the Core and the user. Accounts will be reconciled at least quarterly from those paying for Core services with user fees.

(c) Prioritization of Work. Core services being paid for by grant mechanisms (federal, foundational, internal) that provide dedicated percent FTE support to Core personnel will have first priority in scheduling Core services. Services provided by user fees, regardless of source of payment, will be scheduled next with every effort to provide these services as quickly as possible.

(d) Publication and Authorship Expectations. It is expected that formal acknowledgements, but not necessarily masthead authorship, of the Core ultrasonographer(s) be included in all publications resulting from the services provided. Masthead authorship inclusion for Dr. Gupta is expected only if Dr. Gupta provides input on study design, data interpretation, and/or manuscript preparation. If Dr. Gupta provides only Core supervision and/or ultrasound imaging reading results, then only formal acknowledgement of his services will be expected on all publications.

(e) Conflict Resolution. Conflicts regarding service scheduling, technical issues, authorship, data/image quality, and Core personnel will be resolved by majority vote of the three members of the Advisory Committee (excluding Dr. Gupta).