

IU-Bloomington Flow Cytometry Core Facility Policies

Confidentiality:

All data obtained through instrumentation in the facility is treated as confidential and is not used for any presentation or documentation without express consent of the individual users. Likewise, users of the facility may not share protocols developed by users of the facility without consent from the developers.

Partial or waived payment:

Partial payment is required when a user is more than 30 minutes late during facility business hours, fails to notify the facility of a cancellation in an appropriate amount of time or does not show up for an appointment. The facility discounts instrument rates in the following circumstances: if a laboratory is new to the facility or when a laboratory is establishing a method that is new to an instrument or to the facility. Payments are waived only in extenuating circumstances and requests for waived payments will be reviewed on a case-by-case basis.

Prioritization of work:

Facility instrumentation is available on a first-come, first-served basis.

Publication and authorship expectations:

There is no expectation of authorship for any of the facility staff. Core facility users are required to acknowledge the IUB FCCF in any publications that utilized facility instrumentation for data collection.

Conflict resolution:

Any conflicts regarding data, billing, fees, or instrumentation usage should be brought to the attention of the facility manager, who will attempt to resolve the conflicts in question. If the conflict is not resolved, mediation of conflicts will be the responsibility of the Advisory Committee Chair, who may in turn bring the issue to the attention of the entire oversight committee.