

## Clinical Research Budget & Billing Position Description

Clinical research study budgeting and billing is a complex and often misunderstood area within the research enterprise. This interactive, intermediate-level mini-intensive equips learners with best practices for building comprehensive clinical research budgets, while understanding the downstream organizational and patient impacts. Covering both pre-award and post-award phases, the program includes topics such as coverage analysis, sponsor negotiation, billing compliance, financial management, and technology integrations.

Through real-world case studies and exercises, participants will gain practical skills in navigating the full budget lifecycle—from development and negotiation to billing and sponsor invoicing.

### Minimum Requirements:

- **Clinical Research Expertise:** Minimum of 8–10 years of experience in clinical research, with direct involvement in budgeting, billing compliance, or financial management of clinical trials.
- **Presentation Skills:** Prior experience presenting in virtual or live educational settings. Ability to clearly communicate technical content to learners at an intermediate level.
- **Real-World Application:** Comfortable sharing practical examples, scenarios, and lessons learned from experience in clinical trial operations, especially budget development and sponsor interaction.
- **Collaboration:** Willing to work closely with fellow instructors to deliver cohesive, engaging experience.
- **Professional Support:** A letter of support from your supervisor is required to confirm institutional backing and acknowledgment of your time commitment.

### Preferred Areas of Expertise

Presenters with one or more of the following areas of experience are highly encouraged to apply:

- Clinical trial budget development and sponsor negotiation
- Coverage analysis and billing compliance

- Financial post-award management
- Study startup and alignment of study documents with budgets
- Regulatory understanding of clinical trial billing (e.g., Medicare Coverage Analysis)
- Integration of technology and tools in clinical budgeting
- Ethical considerations in financial management of clinical trials