

Rates for Scanner Time

These rates reflect a fair estimate of inflation (3% / year). When applying for multi-year grants, please use the new rate by calculate. As such, they are subject to change.

Cancellation fee \$100 will be charged if canceled in 48 hours.

3T Scanners (XMR / Prisma)

	Prime Time 7:30 AM – 6 PM Mon - Fri	Non-Prime Time 6 PM – 7:30 AM Mon -Fri all day on Weekends
JHU Internal	\$700 / hour	\$280 / hour
External Non-Academic	\$1204 / hour	\$482 / hour
External- Academic	\$700 / hour	\$280 / hour
External-Fast Forward/Startup	\$700 / hour	\$280 / hour

1.5T (Espree)

	Prime Time 7:30 AM – 6 PM Mon - Fri	Non-Prime Time 6 PM – 7:30 AM Mon -Fri all day on Weekends
JHU Internal	\$550 / hour	\$220 / hour
External Non-Academic	\$946 / hour	\$378 / hour
External- Academic	\$550 / hour	\$220 / hour
External-Fast Forward/Startup	\$550 / hour	\$220 / hour

MRI Service Center Scheduling Billing and Scanner Use Policy

- 1) a) The service provided is MRI machine time, which is billed at established hourly and/or lease rates in increments of 15 min, starting at the point when an investigator involved in the study takes charge of the scanner and/or control room, and ending when the investigator relinquishes control by click [Kiosk](#).
b) All investigators will be billed for the greater of the amount of scanner time reserved, or the actual time used, except where another study is substituted, in which case, the substitute study will be billed. The investigator, the scanner time, and a valid billing account must be reported on the requisition sheets provided at the console. MRI Service Center RT personnel reserve the right to correct errors in time reported on the sheets when there is evidence that the time is not accurately recorded.
c) Users may book scan time up to 60 days in advance. Exemptions to the 60-day notice may be considered upon application to the Service Center Director for extraordinary reasons, such as logistics peculiar to the specific research study.
d) Budget numbers must match the protocol number being used to schedule.
e) Cancellations must be done 48 hours in advance to allow the Service Center and/or other investigators time to develop alternative plans for use of the time. Cancellations less than 48 hours will be billed \$100 fee where a substitute study is performed (under b). No other exemptions to the 48-hr rule will be granted retro-actively. However, the Service center reserves the right to provide proactive flexibility with respect to cancellations to investigators based upon prior application to the Service Center Director, for extraordinary reasons pertaining to the logistics of the research study (e.g. in order to promote applications of MRI to acute care medicine). Exceptions granted under such circumstances, shall be monitored for excessive cancellation rates and reviewed monthly for continuation and/or modification.
f) No show schedule will be billed as schedule time.
- 2) Billing, All bill will automatically calculate in iLab system and send to PI. If you find your invoice has problem, please contact center manager.
- 3) No human study can be performed without a current, valid, JHU IRB approval. It is the investigators responsibility to ensure that a valid IRB approval is in place, and that all aspects of the human study shall be performed consistent with that approval. Research participants presenting for a research MRI to be performed by MRI Service Center personnel on the research scanners in the clinical MRI area, must arrive 15 minutes early, present the appropriate paperwork to the front desk staff, and wait to be escorted to the research scanner.
- 4) No in vivo animal study can be performed without a current, valid, approval from the Johns Hopkins Institutional Animal Care and Use Committee. It is the investigators responsibility to ensure that a valid approved animal protocol is in place, and that all aspects of the animal study shall be performed consistent with that IACUC-approved

protocol. All investigators acknowledge the standard operating procedures (SOP) for animal MR research by signing this document prior to initiating any studies. IACUC approval letters and the study protocol must be provided for review by the MR oversight committee prior to initiating a new animal protocol. A cleanup check-sheet must be filled out and signed after every scan involving animal research in the MRI Service Center.

- 5) Fully-qualified RT support is also available to hourly and day-lease investigators as a courtesy, to be determined by the daily schedule but generally between normal business working hours. If RT coverage is needed you must contact center manager 48 hours prior to the study time. While RT staff employed by the MRI Service Center will endeavor to do everything they can to ensure a successful outcome for the study, it is understood that research by its nature, involves uncertainty, and the MRI Service Center is not responsible for the failure of the research study to deliver the desired results or indeed any results, and provides no warranties as to the expertise of its RT staff in performing or attempting to perform a particular research protocol or study.
- 6) All investigators who enter or are liable to enter the scan room must undergo annual safety training. This is currently in the form of a web-based module. All investigators wishing to operate a MRI Service Center scanner, and who are permitted to do so under their IRB and or animal protocol (per #2, or #3 above) must establish to the manager of the MRI Service Center that they are competent to do so.
- 7) The Service Center provides MRI machine time and is not responsible for the success or failure of an MRI study, or for failures due to non-standard, non-clinical MRI pulse sequences, study protocols, detector coils, interface electronics or ancillary equipment owned in full or in part by the investigator or by other 3rd parties.
- 8) Research involving installation of (non-commercial) software patches and/or hardware requires the prior approval of the Service Center manager (Hugh Wall) or Director. At the end of the study, it is the responsibility of the study investigator to: (a) unload such software and/or safely remove the hardware, (b) reload the commercial software where applicable, and (c) run a phantom scan to ensure that the scanner is fully functional as a courtesy to the next investigator. The investigator may be held liable for additional scan- time charges and/or the full cost of service calls to debug a scanner left in a dysfunctional state due to modifications to its hardware and/or software.
- 9) It is the investigator's responsibility to retrieve data from the scanner in the preferred manner. In general, due to data storage limitations, images may be removed from the scanner after 24 hours, and while the service center has an image back-up facility and will attempt to recover lost images wherever possible, it will not be liable for lost images beyond the 24-hour period that is available. The Service Center reserves the right to bill investigators for excessive use of labor required to retrieve back-up data.
- 10) In the event of failures due to MRI Service Center equipment malfunction or breakage, the liability of the MRI Service Center shall be limited to the cost of the scanner time from the point when the malfunction occurred and no useful data is obtained, to the point when the study cancelled or abandoned.

- 11) It is the responsibility of the investigators to ensure on-time arrival of research subjects, their suitability for study, and the availability of any non-standard materials (hardware, coils, software, pulse sequences, ancillary equipment) required for the study. The Service Center shall generally not be liable for cancellation charges (under paragraph 1 above) or other expenses arising from (a) no-show of subject(s); or (b) the inability of the subject to be scanned for any reason (e.g. size, state-of health, claustrophobia, death or injury); or (c) the unavailability of non-standard materials required for the study.

- 12) It is the responsibility of the users to clean up when finished: (a) trash is to be emptied; (b) linen is to be deposited in the linen hamper; (c) all coils and scanner equipment are to be cleaned and put away properly, the table, the coils, and the inside of the scanner is wiped clean after animal use; (d) any scanner or equipment problem is to be reported to Zhipeng Hou immediately at 410-929-4178; (e) anything left in the scanner or console area that does not belong to the MRI Service Center is subject to being removed and/or discarded; and (f) a phantom scan must be run after every study.

(Updated 4/3/2023)