Rules for pricing of sleep rooms and associated electrophysiology

General rules

a) Except for night of sleep (see point b), invoice are based on hourly rates and each started hour of use is invoiced (we can accommodate for a bit a preparation and cleaning time)

b) Each night of sleep spent by a volunteer in the chronobiology unit is invoiced whatever the length of the night of sleep.

c) Augmented cost can include EEG data analyses (e.g. sleep stage scoring)

d) Volunteers cannot remain alone in the chronobiology unit so that research staff needs to be present at all time.

e) The PI is responsible for ensuring the research staff placing the electrodes and setting the EEG polysomnography recording is qualified, for providing staff for overnight watch and electrode removal in the morning.

f) Alternatively, the PI can ask GIGA-CRC platform for providing the staff required for an additional cost.

Study classes

Depending on the PI’s affiliation and the level of support that is needed (including protocol set up and analyses), there are different classes of study, with their associated pricing.

Before the study starts, a contract establishing the study class is signed by the PI and the platform responsible.
Invoicing

Invoicing of sleep room use is made every 3 months (at the end of March, June, September and December) by Brigitte Herbillon, executive secretary.

Count of the number of night of sleep spent by volunteers in the chronobiology unit is based on the booking agenda.

It is therefore necessary to book sleep nights needed and to cancel them in due time.

NB: as cancellation can happen just before the slot time, for instance when a participant forgets to come, cancellation is accepted until the late evening but no later.

Reminder:

- sleep night are booked and cancelled by sending an email to elambot@uliege.be, catherine.hagelstein@uliege.be, gilles.vandewalle@uliege.be and annick.claes@uliege.be