

Attention Participants!

Please see below for recent updates to Charles River Policies and Procedures

[Updated Screening Hours:](#)

Effective June 20th, 2009, screening will be closed on Saturday's. To accommodate our participants' schedules, we will be extending our weekday hours to Monday-Friday from 7:00 AM to 4:00 PM with the exception of Wednesday, on which the hours are 9:00 AM to 5:00 PM

[Visiting Hours:](#)

New hours for visiting are from 6:00PM – 8:30PM, Wednesday's only. Visitors will only be permitted on the 3rd floor. Please speak with your coordinator to determine if you will be able to have visitors during your stay.

[Standardized Admit Time:](#)

All studies will be moving to a single admit time instead of the staggered admits used currently. This means all participants for a study will admit at the same time (i.e. 1:00 PM) as opposed to over a couple hours (i.e. between 1:00 PM and 3:00 PM). Admit times will be communicated at the time of recruitment, and it will be your responsibility to arrive on time at your assigned admit time. Being late to your admit may result in being moved to the bottom of the dose grid and/or possibly becoming an alternate.

[Referral Bonus Policy:](#)

For all eligible studies admitting after November 1st, 2008, the referral bonus will be \$100. This referral bonus will be only awarded for friends or family members referred to Charles River who have completed their first study and have screened within 30 day of initial registration. Please see the [Frequently Asked Questions](#) for more information on this policy

[Participant Stipends:](#)

Effective November 17th, 2008, all stipend checks will be mailed out. There will no longer be an option to pick up your checks unless the Informed Consent Form (ICF) for your study states that you can pick up your check. To ensure that you receive your checks on time, please notify us immediately of any address changes. You can update this information with the recruiting department or the team for the study you are participating in.

[Photo ID Requirements:](#)

We now require that you bring Photo ID with you when you come in to screen as well as

to admit. You will need this to be able to screen and admit as well as to check-out Charles River equipment such as DVD players, head phones and movies while participating in studies.

[Luggage Requirements:](#)

You will be permitted to bring one (1) suitcase and one (1) approved item with you. The additional item could be a sewing machine, craft bag, guitar, etc. Your suitcase should weigh less than 50 pounds and not exceed 62 inches in width. Refer to Participant Packing List and Contraband Items for a list of approved additional items.