eSMART Pricing

This quick guide details two ways to request research-discounted pricing for services and procedures, which may be useful when creating or modifying a billing plan.


Step 1: Navigate to eSMART Pricing

1. Hover your mouse over the menu bar on the left side of the eSMART Home page. The menu options will appear.
2. Select eSMART Pricing to initiate a Pricing request which will bring you to StarBrite.

Research-Discounted Pricing Requests

Within StarBRITE:
1. Use the search box within Price Checker to find research-discounted pricing for frequently requested procedures.
2. My Pricing Requests is used to request pricing for procedures not found in Price Checker.

Step 2: Navigate to My Pricing Requests

1. Select My Pricing Requests to submit a pricing request for a procedure not found in Price Checker.

Step 3: Add a New Request

Pricing Requests that you have previously submitted will be displayed.
1. Select Add New Request to begin a new Pricing Request.
Step 4: Complete a New Pricing Request

Enter Required Study Information in Request Details:

1. Principal Investigator
2. Study Contact (defaults to you, but you may change it)
3. Department (PI Home Dept)

NOTE: You must click to perform a search within the pop-up Finder to populate the above fields.

4. Study Title (from Protocol)
5. Study Description (such as Study Objectives)
6. Study Funding (see drop-down menu for choices)

7. Protocol or Scope of Work for the Study: If, “Yes,” attach documentation below

8. Explanation of Work should contain a description of the procedure/supply/drug for which you need pricing.

9. Include additional Study identifiers, if you have them.

10. Attach Relevant Study Documents, such as protocol.

11. Select to add item(s) to be priced.
   - Description of the item is required if it is not found in the CDM Search (below)
   - Choose Item Type (Procedure, Supply, or Drug)
   - Location is anticipated location of procedure
   - CDM Search to search and select the appropriate CDM to price

12. item to be priced

13. Scroll to top of page to Submit for Review