


Q5. My PI does not want to use ClinCard for our study. They want to use gift cards. What is the process for that?

If a PI would rather use gift cards in lieu of ClinCard:

- Complete the [ClinCard Waiver Request form](#) located on the [SPA Document Library](#).
- Once it is completed, email the request form to ClinResClinCard@utsouthwestern.edu.
- The ClinCard Waiver request form will be sent for review and approval.
 - Please note that submission of a waiver is no guarantee that it will be approved.
- Approval for the use of a gift card in lieu of the ClinCard will be determined on a case-by-case basis.
- If it is under \$50, then approval may arrive within 24 hours. If over \$50, approval may take longer.

Review date: September 12, 2022
Next review date: July 1, 2023
Version control: October 7, 2022: Reviewed. No revisions noted.



UT Southwestern
Medical Center

Office of Clinical Research Services
Sponsored Programs Administration

ClinCard Waiver Request Form

Clinical Research Study Information

1. IRB #: _____ Velos # : _____
2. Study Title: _____ PI Name: _____
3. Total maximum amount provided per study participant _____
4. If payments will be supplied by a third party, who will be responsible for year-end 1099 reporting?

Exception Reason

Submitted by _____

SUBMIT HERE

Office of Clinical Research Services Use Only

Approved Denied Reviewed By: _____

Reason: _____