CIS Alerts:
A Compliance Reminder

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Why CIS Alerts Matter



- CIS Alerts ensure providers know when a patient is in a research study. It enables providers to view study involvement directly in the EMR.



- Supports patient safety, billing compliance, and documentation accuracy.



- Without alerts, critical study participation may go unnoticed.

How to Request a CIS Alert

- Complete the **CIS Alert Request Form**.
- Submit it to the **HRPP team via ServiceNow.**
- HRPP staff will enter the alert into CIS.

Where to Find the Form

1. Go to the **HRPP Website.**

2. Navigate to the **Forms** section.

3. Look for **'CIS Alert Request Form'**.



Don’t Forget: Associate the Patient in CIS

After HRPP enters the alert, **study staff must associate the patient with the study in CIS.**

This step makes the alert visible to providers.

Skipping this step = missed alerts = risk and billing issues.



Key Takeaways

- ☑ Submit the request form via ServiceNow.
- ☑ HRPP enters it.
- ☑ You associate the patient in CIS.



Thank You!

Questions?

- Reach out to HRPP! Submit a request through **ServiceNow**
- HRPP Website