



I. 7.5.1 Shared Facilities

Chapter 7 - Research and Sponsored Programs	Original Effective Date: June 2000
Section: 7.5 Shared Facilities	Date Last Reviewed: December 2024
Responsible Entity: Vice President for Research	Date Last Revised: May 2021

II. Purpose

The mission of shared facilities at the University of Texas Health Science Center at San Antonio (UT Health San Antonio) is to support the research activities of investigators and their research partners through service, collaboration, and education.

III. Scope

Services and technologies of UT Health San Antonio's shared facilities are available to all researchers in all departments within the organization and in external entities. All users are required to follow this policy.

IV. Policy

The UT Health San Antonio shared facilities provide access to specialized equipment and expertise not commonly available in individual laboratories. Funding to support the activities of the shared facilities may originate from the institution, individual departments, research center grants, and program project grants.

A. Service

Services and technologies of UT Health San Antonio's shared facilities are available to all researchers in all departments within UT Health San Antonio. Priority may be given to investigators who are members of organizations that support the individual facilities. Requests from outside the institution are welcome and accommodated as time is available.

B. Service Requests

Investigators must initially contact the facility Director or Manager to coordinate research needs with the available shared facility services. The investigator and their representatives must be prepared to comply with the operating procedures of the specific shared facility. These procedures include, but are not limited to, user registration, project approval, sample preparation protocols, screening protocols, user training,

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facility access rules, scheduling, data management and storage, appropriate citation in publications, and fees.

C. Cost of Services

A nominal/reasonable fee is charged to access the shared facility. The fees are used to offset the cost of operation of each facility.

V. Definitions

There are no defined terms used in this Policy.

VI. Related References

UT Health San Antonio facilities and centers:

<https://www.uthscsa.edu/vpr/collaborations/institutes-centers>

<https://www.uthscsa.edu/vpr/core-labs>

VII. Review and Approval History

The approving authority of this policy is the University Executive Committee.

Effective Date	Action Taken	Approved By	Approved Date
06/2000	Policy Origination		
07/2007	Policy Revision		
05/2021	Policy Revision		
12/2024	Policy Reviewed		