Yale SCHOOL OF MEDICINE
Biomedical Imaging Institute

MRS Animal System User Policy – FY26

Rates are increased each fiscal year and will be posted on the MRRC website. 4% inflation rates should be budgeted for grant submissions. However, we cannot guarantee that the submission of our rate setting will adhere to this 4% increase.

This policy applies to studies conducted on the 9.4T, 11.74T, and 500MHZ.

IN VIVO

- Day rate for internal academic users is set for $300/hour and is billed at a 3-hour minimum. Day rate hours are M-F 8 am - 8 pm. Of note, ex vivo scans are not allowed during M-F 8am-8pm. Hours are charged in a 3-hour block based on the time signed up. The charge is not reduced if the full block is not used unless there is a scanner malfunction.
- Usage over 3 hours will be charged on a per hour basis.
- Any scans scheduled for less than 3 hours must be approved by Dr. Rothman in writing PRIOR to booking the scan. Please email these requests to Dr. Rothman and cc Meko Owens-Ward. Note that full 3 hour slot times are prioritized over shorter scans

EX VIVO/IN VITRO

- Overnight/Weekend usage on the 9.4T & 11.7T scanners will be billed at a minimum of 6 hours for internal academic users. The total charge will be $900 per slot (1 slot = 6 hours). Overnight usage is considered 8 pm -8am and weekend usage is Saturday/Sunday.
- The overnight/weekend reduced rate is restricted to fixed tissue samples or phantoms. Live animal studies during these time periods will be billed at the hourly rate of $300/hour (3-hour slot minimum) for internal academic users.
- If you are using overnight/weekend hours, please make a note on the calendar if you are scanning fixed samples or animals so that Meko knows which rate to bill.

Booking Procedures

To book a scan, please email Dr. Sanganahalli (basavaraju.ganganna@yale.edu) who will update and print the google calendar and place at each magnet console prior to the week's

bookings. Please remember to sign the paper calendar after the scan has been completed. Please remember to complete the scanner checklist before and after each scan.

- For scans that are not scheduled ahead of time with Dr. Sanganahalli, please remember to note on the paper calendar which should include COA, PI and animal protocol number.

Data Analysis

- For data analysis, please log in during the off hours (check Google calendar). Analysis should be completed in less than 1 hour- if you need to be logged in for more than 1 hour, please contact Douglas Rothman for approval- without approval you will be charged for regular usage (see above).

Development Time

- Development time is not charged. Any request for development should be sent in writing to Dr. Rothman and cc'd to Dr. Sanganahalli and Meko Owens- Ward. Dr. Rothman must approve the request prior to scanning.
- Development is defined as work on the system to implement new capabilities that benefit multiple users (e.g. a new pulse sequence, probe). It does not cover animal studies being used for publications or preliminary results, or PI specific technical development work. Except in special cases, development work should only be performed in time slots not signed up for standard billable usage.
- The following usage is not charged: system maintenance including QA, system repair, hardware and software installation and testing.

Cancellation Policy (MRS)

- Scans cancelled will incur a cancellation charge equal to the cost of the scheduled scan.
- Scan time includes the time it takes to get the animal into the magnet at the start and out of the magnet at the end. If an Investigator consistently exceeds the slot time, they will be advised to shorten the protocol or extend the slot time.
- Contact Dr. Sanganahalli for cancellations. If no one claims the slot and it goes un-used, the original Investigator will incur a cancellation charge.

MRRC Staff Support/Training

- Dr. Basav Sanganahalli (basavaraju.ganganna@yale.edu) is the director of the small animal imaging support core including the 9.4T and 11.7T system. He is responsible for training system users, assisting in MR protocol implementation. He also is responsible for implementing and maintaining policies and procedures for system usage, as well as other usage (e.g. animal surgery) of the small animal MR suite.
- Ms. Monique Thomas, under the direction of Dr. Sanganahalli, provides animal surgery and system operations support, as well as maintaining the animal surgery and recovery areas
- Before new group members are allowed to work in the small animal MR suite (including outside of the magnet rooms) they must attend a training held by Dr. Sanganahalli on magnet safety, general usage policies for the facility and complete the MR Safety Training in Workday Learning.
- For users who need support in operating the MR scanners please contact Dr. Sanganahalli who will work with you either on training lab personnel and/or obtaining support for system operation from MRRC core staff.
- For users who need support for animal surgery and maintenance during experiments should contact Dr. Sanganahalli who directs Ms. Thomas. Ms. Monique Thomas is available for animal surgery, animal support, and MR system operation on Monday, Wednesday, and Thursday. Dr. Sanganahalli is her immediate supervisor for these functions. If you need assistance from Ms. Thomas, please contact Dr. Sanganahalli at least one week in advance. There is a google calendar that will show her weekly schedule.

System Repair and Emergencies

- In case of an emergency (e.g. object stuck to magnet, equipment fire) immediately contact the individuals below. If they are not in the electronics shop, please call them at the numbers listed at each console.

    - Dr. Sanganahalli (Basavaraju.ganganna@yale.edu)
    - Robin deGraaf (robin.degraaf@yale.edu)
    - Scott McIntyre (scott.mcintyre@yale.edu)

- If there is a problem with system operation, please contact Dr. Sanganahalli (basavaraju.ganganna@yale.edu). If he is not available, please contact Dr. Robin de Graaf (robin.degraaf@yale.edu). Also please leave a note describing the problem in the logbook.

500MHz usage

- For the 500 MHz system the booking, cancellation, and other procedures are the same as for the 9.4T and 11.7T except the following:
- To schedule, contact Dr. Sanganahalli (basavaraju.ganganna@yale.edu) and Dr. de Graaf (robin.degraaf@yale.edu).
- Longer studies will be prioritized.