

## QIBA Process Committee Call

Tuesday, February 16, 2021 at 2 pm (CT)

### Call Summary

#### Attendees:

Kevin O'Donnell, MAsc (Chair)

Michael Boss, PhD (Vice Chair)

Nancy Obuchowski, PhD

Daniel Sullivan, MD

#### RSNA Staff:

Joe Koudelik

Fiona Miller

Susan Stanfa

#### Guidance for QIBA Profile Authors: Drafting Actor and Composite Performance Assessment Procedures

- The Process Cmte reviewed the latest draft of this document; once suggested changes are incorporated, it will be posted as a first draft on the [Assessment Procedures Guidance page](#) of the QIBA Wiki
- While all QIBA guidance documents are the responsibility of the Process Cmte, Metrology TF members will be recruited to provide expertise when the Assessment Procedures Guidance document needs to be updated
- Once the document has been posted, an announcement will be distributed to QIBA members via the QIBA Community

#### Technical Confirmation (TC) Resolution Process

- One aspect of the 2021 QIBA Campaign is to encourage and provide guidance to BCs on advancing their Profiles from Stage 2: Consensus to Stage 3: TC
- Three or more sites will be required for Stage 3: TC (aka, Feasibility Testing)
- Updates made by Mr. O'Donnell to the [Technical Confirmation Process](#) QIBA Wiki page were reviewed
- For simplicity and convenience, checklists will be used to solicit and collect conformance testing feedback from sites
- Sites will be asked to indicate for each requirement, whether they can perform it and whether they found it to be practical; broader, open-ended comments will be collated in a separate tab of the resolutions sheet
- The ability to follow up with site contacts is helpful, but identification was cited as a possible barrier to participation; it will be stressed that neither the commenter nor the site will be identified when the collated feedback is posted on the wiki
- A standardized Technical Confirmation Resolution template will be used to compile feedback from TC sites, summarize cmte discussion, and record resolutions
- Similar to the Public Comment Resolution sheets, BCs will use the TC document to address input received and make changes to the Profile as needed
- Feedback will be requested from BC Co-chairs re: the proposed TC resolution process and corresponding documents (instructional cover sheet and checklists to be sent to sites, and the TF Resolutions Sheet to be managed internally)
- Some groups may need to utilize the TC resolutions template in a few months or by end of year, which would align with the 2021 QIBA Campaign
- Before a Profile can be brought to BC voting members for TC (Stage 3) approval, final technical confirmation feedback resolutions documentation will need to be submitted and posted on the QIBA Wiki [Comment Resolutions page](#)
- Dr. Boss to convey the proposed TC Resolutions process to MR BC Co-chairs during the Feb. 24 MR CC meeting
- No QIBA groups have achieved Stage 4: Claim Confirmation; additional discussion to occur re: possible requirements, e.g., formal experiment containing the testing of a hypothesis, a peer-reviewed document, etc.

### **QIBA Community**

- This resource was created as a way to build from or continue BC discussions unable to be fully addressed during one-hour calls
- ~200 active QIBA members have already been provided access
- Mr. O'Donnell and Dr. Boss to draft topic ideas, e.g., TC resolution process, for starting discussion threads
- The platform could be used for announcements, e.g., completion/posting of Performance Assessment Procedures Guidance, and products or new developments could be promoted
- Users may select their email notification preferences, e.g., daily digest, real time, or no email
- Possible establishment of four modality-specific channels to be considered; recommendation to avoid topics that are too narrow

### **Next Process Committee Meeting**

- Discussion is underway re: partial site conformance, and will be reviewed during the March 2 call
- PC leaders to discuss offline, next steps re: the "Profile Brevity" Task Force

**Next Process Cmte Call:** Tuesday, March 2, 2021 at 2 p.m. (CT)