

**QIBA Process Committee**  
Tuesday, October 19, 2021, at 2 pm (CT)  
*Call Summary*

**Attendees:**

*Kevin O'Donnell, MAsc (Chair)*  
*Michael Boss, PhD (Vice Chair)*  
Robert deKemp, PhD

Timothy Hall, PhD  
Nancy Obuchowski, PhD  
Kay Pepin, PhD

Nicholas Petrick, PhD  
Daniel Sullivan, MD  
Gonzalo Vegas Sánchez-Ferrero, PhD

**RSNA Staff:**

Fiona Miller  
Joe Koudelik  
Susan Stanfa

**Topics Discussed:**

- The QIBA Conflict of Interest Policy
- Methods of informing QIBA members about the need to disclose conflicts and reporting of ad hoc COI

**Decisions:**

**MOTION APPROVED** to forward amended QIBA COI Policy to the QIBA Executive Committee

- Dr. Hall moved, seconded by Dr. Petrick, QIBA COI Policy be submitted to the QIBA Executive Committee as amended in response to Process Committee member discussion
- The motion passed by unanimous voice vote

**Next Steps / Action Items:**

- Mr. O'Donnell to incorporate edits into QIBA Conflict of Interest Policy based on Process Cmte discussion
- Staff to provide link to RSNA Conflict of Interest Policy to Mr. O'Donnell for inclusion for reference in QIBA Policy
  - Financial cutoffs will be based on the RSNA COI Policy
- It will be clarified that COIs are not only of a financial nature and other types of conflicts will be described
  - Dr. Sullivan to edit examples of possible QIBA Member COIs
- After amendments are made, QIBA COI Policy to be forwarded to EC / SC
- Staff to annually solicit all "active" QIBA members, including SC, CC, BC, and TF leaders for COI details using an online form
- QIBA SC to decide how verbal COIs will be reported; in most cases, will be recorded in meeting notes

**Next Process Cmte Call:** Tuesday, November 2, 2021, at 2 p.m. (CT) **[1<sup>st</sup> & 3<sup>rd</sup> Tuesdays of each month]**