

QIBA Process Committee
Wednesday, December 14, 2016 at 3 PM CT
Call Summary

Attendees:

Kevin O'Donnell, MASC (Chair)
Alex Guimaraes, MD, PhD

Edward Jackson, PhD
Lisa Karam, PhD

RSNA Staff:

Joe Koudelik
Julie Lisiecki

Approval Process for Profile Release / Profile Stages

- The Profile Review Process was discussed and can be found on QIBA wiki at: http://qibawiki.rsna.org/index.php/Review_Process
- Updates were made to the following areas:
 - Public Comment criteria related to each Profile stage were refined
 - Dr. Obuchowski drafted language for statistical requirements criteria
- Standardized disclaimer language for the Profiles are under development

Current To-Do List

- This can be found under "[Current Work](#)"
- As this list is getting longer and more difficult to navigate, it will be broken into categories with sub-items corresponding to action items
- Once categorized, the list will be re-prioritized

Role of CC and Scientific Liaisons

- It was suggested that a modality committee representative from each CC join the Process Committee calls to help communicate committee processes and recommendations to the BC and TF levels
 - This might be assigned to the Scientific Liaisons
- Mr. O'Donnell to sketch-out the modified responsibilities and add to the [Coordinating Committee page on the wiki](#)

Profile Stages May Need Clarification for Authors

- Profile stages are named after the Profile document that is actually published
- Public Comment Stage has been completed when the drafted Profile has been published for public comment.
- Collecting, collating and resolving the public comments occurs during the Consensus Stage which results in the approval and publication of the Consensus draft of the Profile.
- The Technically Confirmed Stage has been completed when the Profile has been field tested, the resulting feedback has been discussed, appropriate revisions have been made to the Profile, and the Technically Confirmed version of the Profile has been approved by the Biomarker and Coordinating Committee and published.

Next Call: Wednesday, January 11, 2017 at 3 PM CT