QIBA Process Committee Call

Tuesday, November 19th, 2019 at 3 p.m. CT

Call Summary

Attendees:

Kevin O'Donnell, MASc (Chair)
Daniel Sullivan, MD (Vice chair)
Michael Boss, PhD
Nancy Obuchowski, PhD
Nicholas Petrick, PhD
Brian Zimmerman, PhD

RSNA Staff:

Joe Koudelik
Susan Stanfa

Onboarding Process

- A link to the Stakeholder Viewpoint page (referred to as the "Stakeholder Benefits" page) was added to the Main Page of the QIBA Wiki
- Standardized template used for wiki Intro pages, stating the QIBA mission and its purpose, with stakeholder-targeted introduction text, i.e., information and perspective most relevant/engaging to the stakeholder
- Suggestion to link each stakeholder page from the RSNA QIBA website as a bulleted list back to the wiki
- A "First Steps" section was added to the QIBA for Statisticians page and will need to be added to all other stakeholder pages
    - First Steps includes relevant documents for reference such as:
        - Review basic QIBA Concepts
        - Review specific Profiles
        - Review Claim Guidance and Assessment Procedure Guidance, which provide statistically-oriented background information on QIBA Profile concepts
        - Contact qiba@rsna.org to get involved
        - Introduce QIBA to other Stakeholders
    - Suggestion to add link to Metrology papers on the QIBA for Statisticians page
- QIBA for Physicists and Core Lab (Dr. Cole) pages still need to be drafted

Metrology Committee Proposal

- During its October 10th call, the EC approved the proposal to elevate the Multiparametric Metrology TF (MMTF) to the Metrology Cmte (MC)
- During the Nov 5th Process Cmte call, the following concerns were raised:
    - Various BCs might request MC support for different tasks and if the MC were to accept all those requests, it could exceed their available bandwidth, causing work to go unaddressed for some time
    - Some of the current TF members are specifically interested in Multiparametric issues and would likely retire from the MC when that work is completed, further reducing the available bandwidth
    - It was suggested that perhaps the MC should limit its activities to the Multiparametric work and once that is completed consider going dormant or be dissolved per QIBA Process
- Dr. Guimaraes to report on this topic during the Dec. 4th QIBA SC meeting and present options to consider:
    - Recommend the MC go dormant when it completes the Multiparametric work
    - Recommend the MC be dissolved when it completes the Multiparametric work
    - Since the initial decision was made in the EC, the SC could vote to rescind the EC vote promoting the TF to a cmte (the SC has the authority to do this), then since the (MMTF) is a Task Force (of the SC), it is dissolved by default when its work is complete

- Discussion re: need for a dedicated Metrology TF/committee page on the QIBA Wiki, to be linked under "Steering Cmte" on the Committees page
    - Dr. Obuchowski's contact information
    - Metrology papers to be posted

QIBA Profile Conformance (SIG)

- Benefits to users must be made clear/obvious
- Steps for conformance and what is needed to accomplish them yet to be defined
- Profile document structure overview to be provided (e.g., Executive Summary, Claims, Clinical interpretation of results, activities, chronological order (pre-delivery – actors), detailed assessment procedures)
- The SIG is drafting the "Self-Attestation Conformance Statement" document for vendors
- Pathway to performance (Biomarker)
    - Anticipate who will be engaging in these activities, what will they need to know to do them, and where to point them for information
    - It was assumed that the initial point of contact will be the RSNA QIBA homepage
        - Suggestion to include text re: how one would demonstrate Profile conformance and link to QIBA Wiki for details
    - Users should refer to Stakeholder pages to learn the benefits of QIBA conformance
- Product manager (vendor), "activist radiologist" (hospital-head of section or dept.), or PI/clinical trialist (CRO) to benefit from various Profile sections:
    - The Executive Summary (which includes a "simple" summary of the Claim) speaks primarily to product managers, activist radiologists and PIs, followed by the Claims to help them decide whether to proceed with the process
    - Biostatistician contemplates the benefits (can translate technical performance into study design terms)
    - Cross sectional claims are likely more useful to the radiologist (detectable change, minimum detectable difference)
    - Skim the requirements to see if the "cost" sounds reasonable (physicist and tech will also estimate "costs")
- Implement a Profile ("the actors", product engineers, physicists, radiologists, technologists, etc.)
    - Read, understand, and implement/follow the requirements on themselves
    - Two avenues:
        - Checklists are short; it may be convenient to have the assessment procedure extracted
        - Checklists with or without assessment procedures, conformance statement of certification report
        - Profiles show more context (what others are doing) and provide background discussion
            - Proper implementation needs some interaction/coordination between the responsible actors (to be defined)
        - Discuss ways to build on current hospital methods for implementing standard processes
- Test your conformance
    - Select self-attestation or Certification

    - Checklists, spreadsheets, metric-generating software, semi-automated assessments, fully automated assessments
        - Determine what should be recorded (and made available) when testing (for users)
            - Results need to be recorded and perhaps reported; some procedures require that certain values be recorded
            - Image datasets and the characteristics of the phantom or dataset to be considered; determine how the test data should be used, who stores it and who can view it
            - Know what was done, and be able to validate and/or reproduce the results
            - When sites conform, they may want to reproduce the vendors tests
        - There is room for error in self-attestation; safeguards are needed to be sure the Profile was implemented properly; "study auditability" procedures needed for conformance
        - Cross-QIBA guidelines may be needed, but some of these details will be profile-specific and documented in the assessment procedures

- Document conformance (with test results) and submit
    - Conformance statements will have different criteria to prove
    - QIBA Registered vs. QIBA Certified
    - Frequency and granularity of conformance to be determined

- Use regularly: define how it is audited and how recurrent training is done
- To establish the most logical way to group and structure documents, determine who will use each of them when, and for what purpose
- Additional feedback should be sent to Mr. O'Donnell

Next Steps

- Because the Dec. 3rd t-con falls during the RSNA Annual Meeting, the group will reconvene on Dec. 17th
- Mr. O'Donnell to create Metrology TF QIBA Wiki page
- Mr. O'Donnell to email Dr. Zahlmann re: the SIG-related discussions

NEW! **Visit the QIBA Citations EndNote Library! Details can be found on the QIBA Wiki Education**

Next Process Cmte Call: Tuesday, December 17th, 2019 at 3 p.m. CT (1st & 3rd weeks of each month)