

QIBA Process Committee

Tuesday, November 2, 2021, at 2 pm (CT)

Call Summary

Attendees:

Kevin O'Donnell, MASC (Chair)

Michael Boss, PhD (Vice Chair)

Timothy Hall, PhD

Miranda Kirby, PhD

Nancy Obuchowski, PhD

Kay Pepin, PhD

Nicholas Petrick, PhD

Daniel Sullivan, MD

RSNA Staff:

Joe Koudelik

Susan Stanfa

Topics Discussed:

- Review of [Requirements Guidance](#) QIBA Wiki page
 - Profile stages, evaluation of checklist requirements and how BCs decide which items should be omitted
- Checklist “impact” column during Profile development

Next Steps / Action Items:

- Mr. O'Donnell to continue to edit the [Requirements Guidance](#) QIBA Wiki page
- A short, clear impact statement for each requirement's relation to performance should be added
 - During Stage 0, Groundwork is a key focus since many experiments are intended to specifically identify sources of variance and their impact
 - During Stage 1 Public Comment, reviewers should be asked to identify requirements they feel may not meet the Impact Criteria, as well as any that may be missing
 - Before the Public Comment Profile draft is released, the BC should review all the requirements to verify that the mechanism by which each impacts the claim can be stated; Stage 2 Consensus is a chance for the BC members to revisit this process
 - Stage 3 is too late to still need to evaluate and remove requirements

Next Process Cmte Call: Tuesday, November 16, 2021, at 2 p.m. (CT) **[1st & 3rd Tuesdays of each month]**