

QIBA Process Committee Meeting

Tuesday, May 3, 2022, at 2 pm (CT)

Meeting Summary

Attendees:

Kevin O'Donnell, MASC (Chair)
Cathy Elsinger, PhD
Timothy Hall, PhD

Nancy Obuchowski, PhD
Nicholas Petrick, PhD
David Soltysik, PhD

Daniel Sullivan, MD
Gudrun Zahlmann, PhD

RSNA Staff:

Susan Stanfa

Next Steps / Action Items:

- [Streamlined Profile Template](#)
 - Dr. Boss to request fMRI BC feedback
 - Template to be added to [QIBA Wiki page](#)
 - Change Log to be considered for normative changes, e.g., checklist requirement, assessment procedure, Claim, etc.

- [Profile Maintenance/Versioning/Naming](#)
 - Stage to be identified, as some sites may want to use only Technically Confirmed Profiles
 - Discussion on how to best communicate stages to users unfamiliar with QIBA concepts
 - Suggestions to add note to Profiles page on QIBA Wiki and include language in Profile documents
 - While all Profile stages to continue to be posted on QIBA Wiki, a formal Communications page that “publishes” stage 3 Profiles to users was suggested
 - Release notes and / or change log to communicate differences between two sequential versions
 - Primacy to be indicated, as some sites may deem newest version as “best”
 - Defining major and minor increments, e.g., 1.0, 1.1, 2.0, etc. to be discussed during the May 17 meeting
 - Mr. O'Donnell to assemble pointers for emailing to CC Co-chairs

- [Estimates of Precision Guidance Text](#) - Dr. Obuchowski reviewed the draft guidelines
 - For a BC that is drafting their Stage 4 experimental plan: what needs to be understood / addressed about Estimates of Precision
 - For a Stage 4 profile: what conformance requirements and assessment procedures should be placed on sites (e.g., relating to estimating precision or demonstrating non-inferiority)
 - The BC will have to include requirement and assessment procedures in the Stage 3 profile so it can be determined whether they are practical
 - BC's stopping at Stage 3 may still provide an experimental plan to assist motivated sites to take a Stage 3 Profile to Stage 4
 - Dr. Obuchowski to draft a summary version with key points for Process Cmte review on May 17

- [Coordinating Committee Profile Selection Process](#)
 - Criteria need to be developed to assess whether a proposal is a practical / productive use of time
 - Existing Profiles to be evaluated to identify characteristics that have led to prompt advancement through stages, and features that have produced roadblocks
 - Stakeholder interest to be factor in accepting Profile proposal
 - Profile meeting a clinical need vs. being an academic effort

[Agenda items for May 17 Process Committee Meeting](#)

Next Process Committee Meeting: Tuesday, May 17, 2022, at 2 p.m. (CT) **[1st & 3rd Tuesdays of each month]**