

**QIBA Process Committee Call**  
Wednesday, June 28, 2017 at 3 PM CT  
Call Summary

**Attendees:**

*Kevin O'Donnell, MASC (Co-Chair)*  
*Daniel Sullivan, MD (Co-Chair)*

Michael Boss, PhD  
Cathy Elsinger, PhD

Edward Jackson, PhD  
Nicholas Petrick, PhD

**RSNA Staff:**

Joe Koudelik  
Susan Weinmann

**Current Work**

- Items on the Process Committee's "Current work" list were reviewed and are located on the QIBA Wiki at: [http://qibawiki.rsna.org/index.php/Process\\_Coordinating\\_Committee](http://qibawiki.rsna.org/index.php/Process_Coordinating_Committee)
- Discussion on procedures for posting Profiles on the QIBA Wiki
  - Formally published versions of Profiles in a specific stage can be found at: <http://qibawiki.rsna.org/index.php/Profiles>
  - Working Profile drafts to be posted on individual **Biomarker** Committee pages. If TF groups are working on profile documents, they need to keep them up to date on the Biomarker Committee page.
  - Overview of types of QIBA groups and their roles found at: [http://qibawiki.rsna.org/index.php/Committee\\_Procedures](http://qibawiki.rsna.org/index.php/Committee_Procedures)
  - A number of QIBA groups use tools other than the QIBA Wiki (Dropbox, Google Docs) to circulate working drafts of Profiles which is fine.
    - Periodically, (at least quarterly) an up-to-date draft should be posted to the Biomarker Committee Wiki page for those outside the committee who are trying to follow the work.
    - CC leaders to remind BC leaders to update the following on at least a quarterly basis (prior to quarterly CC calls):
      - Dashboard (update being developed by Mr. O'Donnell)
      - Wiki Pages
      - Confirmed moderator of next quarterly CC call
    - Mr. O'Donnell to draft message to be distributed by RSNA staff

**Public Comment Process**

- Public comment submitter name & email address to be requested (but not required) on the public comment form to facilitate follow-up, where needed
- Link to directions on submitting public comments at [http://qibawiki.rsna.org/index.php/Work\\_Product\\_for\\_Review](http://qibawiki.rsna.org/index.php/Work_Product_for_Review) to be added to Profiles page at: <http://qibawiki.rsna.org/index.php/Profiles>
- Page for posting Profile comment and resolution summaries to be created on QIBA Wiki
- After public comments are addressed and Wiki-posted, comment submitters to be notified and provided with the link to the QIBA Wiki Comment Resolutions page; this transparency is needed to demonstrate that all comments are useful and have been addressed by each BC

## **QIBA Dashboard**

- Mr. O'Donnell shared his version of a streamlined Google-based QIBA dashboard
- Many aspects of Dr. Jackson's modality dashboard incorporated
- Metrics of activity to be chosen
- Comprehensive side-by-side view of QIBA efforts to be displayed by tracking of the following varieties of deliverables tied to groundwork projects in QIBA dashboards to be included
  - Phantoms
  - Analysis software
  - QIDW data sets
  - Assessment manuscripts for groundwork
  - Publications by QIBA members
  
- Steering and CC Committees should continue to remind Biomarker Committee and other QIBA stakeholders that every Profile does not need to go through every stage to be declared successful
- Mr. O'Donnell to flesh-out his dashboard for discussion on future Process Committee calls
  - Input to be requested from CC leadership before rolling out to BC leaders; additional changes to an established QIBA process was proposed
  - Link to dashboard to be emailed & privileges to be updated to allow edits
  - Dr. Boss volunteered to try filling in an MR page
  
- Suggestion to add page of web-based tools used and recommended by QIBA members to QIBA wiki
- Statistical Assumption Testing Guidance to be reviewed with Dr. Obuchowski on next Process Committee call on July 12

**Next Call:** Wednesday, July 12, 2017 at 3 PM