

**QIBA Process Committee Meeting**  
Tuesday, September 20, 2022, at 2 pm (CT)  
*Meeting Summary*

**Attendees:**

Michael Boss, PhD (Vice Chair)  
Caroline Chung, MD

Timothy Hall, PhD  
Nancy Obuchowski, PhD

Dan Sullivan, MD

**RSNA Staff:**

Joe Koudelik  
Susan Stanfa

**Next Steps / Action Items:**

**Review of Estimates of Precision Guidance Text**

- Document provides guidance on drafting assessment procedures for Profiles at Stage 3 (Clinically Feasible) and Stage 4 (Claim Confirmed) to test the conformance of an actor, and composite performance of a site (e.g., to compare against the performance described in the Claim itself)
- The purpose of this document is to provide guidance principles rather than requirements
  - Minimum performance standards to be provided, but BCs to be encouraged to exceed them
  - Adaptation for specific Profiles/biomarkers may be needed, e.g., increasing rigor in terms of hardware set ups, fewer vendors / models represented, fewer sites, etc.
- The Process Cmte had agreed on the following *minimum* Stage 4 Trial requirements, which are intended to be applicable across modalities:
  - Conformance to a Profile is a prerequisite for a Stage 4 trial
  - Two or more independent clinical sites, though additional sites may be encouraged
  - The same clinical sites as used in stage 3 (to assess practicality) may be used in stage 4 (to assess performance)
  - Two or more scanner vendors between the two sites as a baseline requirement, but BCs to decide whether this is sufficient based on their specific situations, e.g., QIB, diversity of models across vendors, etc.
  - Three or more machines (ideally different models)
- The following additional guidance was added: Software packages should equal or exceed performance of packages used) in the Stage 4 trials
- Dr. Boss to make edits as discussed and send document to Drs. Hall, Obuchowski and Sullivan for review
- Staff to circulate document for PC review, then it will be brought to the SC for review and approval before it is posted on the QIBA Wiki

**Profile Editor's Meetings**

- Small groups of 4-5 BC editors across modalities to meet with PC leaders
- The purpose will be for PC leaders to disseminate information, e.g., process changes that have occurred during the last year, and to discuss Profile drafting (particularly useful for newer groups, e.g., PET Tau)
  - It was agreed that these meeting should be held prior to the 2022 RSNA Annual Meeting
  - First meeting with a subset of 3-4 editors during the week of 10/10 or 10/17
  - Second meeting during the week of 11/7 or 11/14
  - Dr. Boss to coordinate with Mr. O'Donnell on group formation; staff to assist with scheduling

**Other Items**

- BC feedback on Profile naming standard to be requested during Q4 CC meetings
- Dr. Boss to update Mr. O'Donnell re: Sept. 20 Process Cmte meeting discussions

**Next Process Committee Meeting:** Tuesday, October 4, 2022, at 2 p.m. (CT) **[1<sup>st</sup> & 3<sup>rd</sup> Tuesdays]**

**Zoom link:** <https://rsna-org.zoom.us/j/89877175730?pwd=V282c2FPSU1vdDhWejJrSGZYTVZdz09>

Meeting ID: 898 7717 5730

Passcode: Process