

Minutes
CRU July 29, 2013 meeting
4 PM

Attendance:

Dan Barboriak
Barbara H Croft
Steve Shipes
Kingshuk Roy Choudhury
Priscilla Trotter
James Mac Fall
Susan Hall
Jim Voyvoidic
Bennett Chin
Laura Koweek

Meeting started at 16:03

I. Introduction

- a. Activity Summary – 199 open protocols approved by the IRB
- b. Patient safety update
Dr. Barboriak stated there were not safety issues to report.
- c. Approval of 6/24/2013 minutes
Dr. Barboriak stated that there would be a change in the minutes to reflect that Seed Fund Scores would go through him.
No objections to approve the minutes from the 6/24/13 meeting.

II. Review of Approved projects (no seed fund requests or issues)

- L Leithe, Pro00047137, CT-guided patching for postoperative or post-traumatic dural injury, retrospective
- T Jaffe, Pro00047553, Assessing the radiologist's ability to predict the etiology of acute small bowel obstruction and presence of impending bowel compromise requiring surgical exploration., retrospective
- J Hoang, Pro00047372, Characteristics of parathyroid adenomas on 4D-CT, retrospective
- T Jaffe, Pro00047366, Variability of [18F]Fluorodeoxyglucose-Positron Emission Tomography Response to Vemurafenib in Advanced Melanoma , retrospective

These were not discussed.

III. Seed fund projects

None

Dr. Barboriak stated that he met with Dr. Eric Paulson and Dr. Dan Sullivan. There is no plan to change the process at this time.

IV. **Seed Funding Program Review**

- Support in the new year
- Communications strategy for seed funding – announcements / publicity
- Will start with follow up reports from recipients on how money was spent or why it was not spent
- Limited rollover requests of money not spent will be permitted

Dr. Barboriak brought up the question “how to better advertise money available?”

*Acknowledge at faculty meetings

*Needs a snappier title for seed fund program. Dr. Barboriak stated he would wait a week for suggestions from people.

*Should recipients of funding be asked to file a report to share with department?

*Dr. Paulson is interested in people be able to apply for another year with a “limited rollover request”

Barbara Kurth asked for seed fund reports of past and current recipients.

Susan Hall asked that it be looked into a procedure of “what to do about studies that are currently expired. Who will contact them?”

V. **Other with Discussion**

- J Provenzale, Pro00040380, Diffusion Tensor Imaging of Healthy Adults, prospective, external sponsor

Normal subjects will need to be scanned on clinical scanners. The question “how much research work can be done on clinical scanners”? Dr. Barboriak will be meeting in early September with management to discuss situations like these and how the billing can be done.

VI. **EPIC MaestroCare for Clinical Research There was an informal discussion about the impact on the new system is having on flow and billing.**

VII. **Centralized database for IRB protocols in radiology**

Mockup of database presented by Steven Shipes

Dr. Barboriak showed the wiki page. Dr. Koweek would like to see the start and end dates for IRB on the page. Other suggestions were “list modalities involved”, “Note what parts are research”

VIII. **Feasibility check list for Radiology studies prior to eIRB submission**

Patient population / recruitment

Technology +/- pharmaceutical availability

Commitment to subject follow up

Financial risks / backstopping

- Barboriak – workflow model approved
- Reviews will begin August 1, 2013

IX. iPad and PCs

J Prescott took inventory of the PCs

T Boehringer will have inventory of iPads – B Kurth has told those using iPads formerly used for research projects that they can continue to use them.

X. Quick updates

- a. Statistical support-case controlled studies
- b. Identification of physician leadership for CT [Not established at this time.](#)
- c. Need a policy created specifying that all Radiology personnel on a study team be trained for the designated role (acting as a CRC but untrained)
 - This will not happen except in the case of trainees who need to use Maestro Care for their roles in a project.
- d. Risk mitigation for 3/2 projects
 - B Kurth has recommended to Dr. Maxfield that trainees take the Data Integrity/Data Security course given by DOCR for retrospective studies. She has also recommended that for prospective studies, trainees should have one on one meeting with her to help them with everything they need help with including regulations, editing protocols, binder preparation, etc.
- e. New financial policies regarding residuals

XI. New Business