

The Radiology Research Services System (RRSS)

User Training

Last updated: Apr 2022

Team Members

- **Radiology Research (RR) Team**

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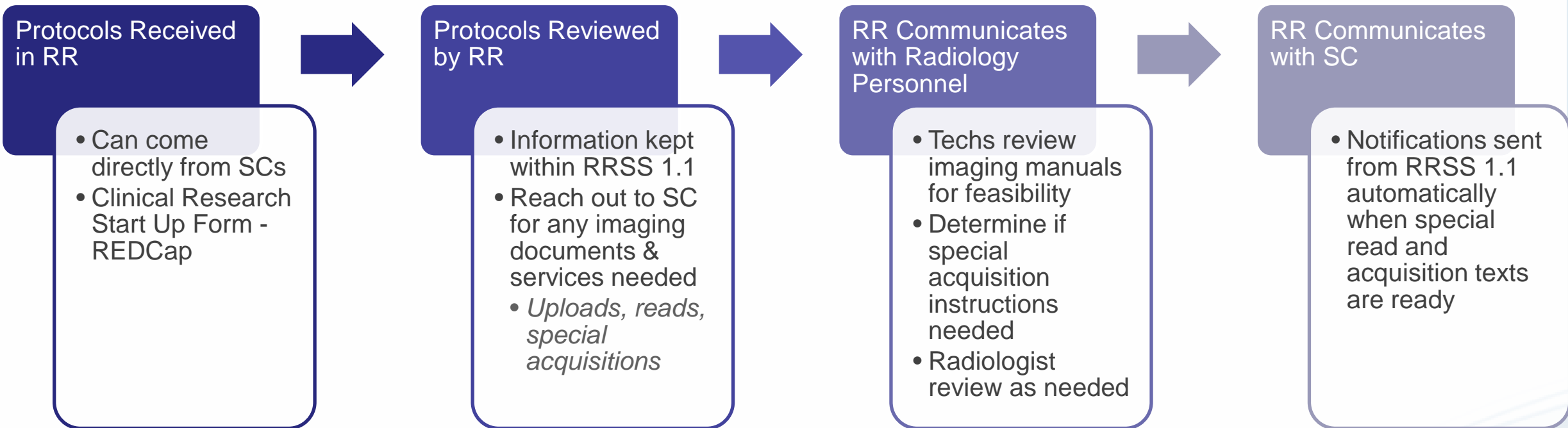
What do we do?

- **We are a University Office, but work with the hospital.**
- **Scholarship and Mentorship:** structure and education for residents, fellows, and staff to complete investigator-initiated studies
- **Departmental Clinical Research Trials:** support for sponsored clinical research trials
- **Research Support Services:** supplementary research services to assist study teams in completing study imaging activities across the institution, including:
 - Study protocol reviews
 - Image upload transmissions
 - Special radiologist reads (with pre-approval)
 - Coordinate Image Acquisition Guidelines (IAG) review between the study teams and hospital staff

RR Protocol Reviews

- All this info is stored in 2 projects in Redcap: Radiology Research Services System (RRSS) RRSS 1.1 and RRSS 1.2
 - 1. Image Acquisition Guidelines (IAG) Review**
 - Info stored in RRSS1.1
 - 2. Special Read Text**
 - Info stored in RRSS1.1
 - 3. Uploads**
 - General info stored in RRSS1.1
 - Requested through RRSS1.2

Radiology Research Protocol Review Process



1.1 Radiology Research Study Review (RRSS 1.1)

- RRSS 1.1 houses info in every study we've ever reviewed.
- To find info on a specific study:
 1. Login to REDCap: <https://redcap.kumc.edu>
 2. Under My Projects, click on *1.1 Radiology Research Study Review (RRSS 1.1)*
 3. Click on **Add/Edit Records** located on the left-hand column of the screen
 4. Enter the study's HSC#, short name, or any other unique study identifier in the Search query field.

University of Kansas Medical Center
University of Kansas Medical Center

1.1 Radiology Research Study Review

Add / Edit Records

You may view an existing record/response by selecting a record from the list below.

Total records: 1,108

Choose an existing Study ID

Choose a field to search
(excludes multiple choice fields)

Search query

All fields

- study_id (Study ID)
- study_name_short (Study Short Name)
- review_date (Protocol Review Date)
- full_study_title (Study Full Name)
- pi (Principal Investigator (PI) Last Name)
- indication (Disease State or Indication)
- protocol_sender (Protocol Sender Name)
- sender_email (Protocol Sender Email)
- sc_name (Study Coordinator/Project Director Name)
- sc_email (Study Coordinator/Project Director Email)
- study_coord_primary (Primary Study Coordinator)
- study_coord_prim_email (Primary Study Coordinator Email)
- hsc_2 (HSC Number)
- modality_other (If Other Modality (or Image Type), Please Specify)
- ct_body_region_other_text (If other, please specify)
- mri_body_region_other_txt (If other, please specify.)
- petct_body_region_txt (If other, please specify.)
- pet_radiopharm_other (If Other Radiopharmaceutical, Please Specify)
- us_body_region (Ultrasound Body Regions)

Checking for Radiology Involvement in RRSS 1.1

Study ID **913** (Blueprint Med Corp BLU-285-2202(144128) (GR14077),Yacoub - Rad:Yes - Research:Yes)

1. IAG Summary Tab/IAG Review Tabs

- Are special acquisition guidelines required?

2. Special Read Text Tab

- Are Special Read instructions required?

3. Uploads Tab

- Is RR providing image submission support?

Data Collection Instrument	Status
Protocol Review (RR)	
Fee Sheet (RR)	
IAG Request Survey (SC) (survey)	
IAG Review - Bone Scan Survey (Techs) (survey)	
IAG Review - CT Survey (Techs) (survey)	
IAG Review - Mammogram Survey (Techs) (survey)	
IAG Review - MRI Survey (Techs) (survey)	
IAG Review - PET-CT Survey (Techs) (survey)	
IAG Review - Ultrasound Survey (Techs) (survey)	
IAG Review - X-ray Survey (Techs) (survey)	
IAG Review - Other Modality Survey (Techs) (survey)	
IAG Summary (RR)	
Special Read Text (RR)	
Uploads (RR)	

Diagrammatic arrows on the left side of the table point to the following rows: IAG Review - Bone Scan Survey (Techs) (survey), IAG Review - CT Survey (Techs) (survey), IAG Review - Mammogram Survey (Techs) (survey), IAG Review - MRI Survey (Techs) (survey), IAG Review - PET-CT Survey (Techs) (survey), IAG Review - Ultrasound Survey (Techs) (survey), IAG Review - X-ray Survey (Techs) (survey), IAG Review - Other Modality Survey (Techs) (survey), IAG Summary (RR), Special Read Text (RR), and Uploads (RR).

SPECIAL IMAGE ACQUISITION GUIDELINES

Special Image Acquisition Guidelines

- Hospital personnel review the image acquisition parameters to identify protocols requiring special instructions for scans
- IAGs are sent to the Image Techs on the 15th of every month
- To ensure your patients are scanned appropriately per protocol, make sure to send all documentation regarding imaging to RR
 - RR will send an IAG Request survey via REDCap. Please attach all relevant materials and email us them directly if more need to be sent than can be uploaded
- If special protocol builds are required, there is a limit of 2 locations to have your protocol built
 - Make sure to only schedule patients to those locations

IAG Survey for SCs

The above study has recently been reviewed by radiology research. Please request the imaging manual from the sponsor and attach it below when received. **You will receive a weekly reminder for up to five weeks until this survey is submitted.** Please email radiologyresearch@kumc.edu with any questions. Thank you!

Notes from Rad Research:

Expand

Is there an imaging manual?

* must provide value

Yes
 No

reset

*Please click no if you've confirmed with the sponsor that there is no imaging manual or have made multiple unsuccessful attempts to get the imaging manual.

Are there other imaging relevant documents to send to us?

* must provide value

Yes
 No

reset

If more than two additional, please email documents to radiologyresearch@kumc.edu

Which locations do you prefer to send your patients to be scanned?

Not all studies are limited to certain locations, but many sponsors prefer research patients be kept on the same scanners. If your study requires this or other special research needs, what are your preferred imaging locations?

Rad Research will work with the hospital techs to confirm feasibility of your study at your preferred locations and confirm locations with you upon activation. Please note that special protocols will be built at a maximum of two locations.

* must provide value

- No Preference
- ARW
- BHB
- CA
- ICC
- KUMW
- MOB
- UKCC-North
- UKCC-LS
- UKCC-OP
- UKHCC-South
- WP
- WW
- Hoglund

- Please complete survey even for studies without imaging manual
 - You will receive weekly notifications for up to five weeks until the survey is completed within REDCap
- Can upload up to three documents via survey (or upload one ZIP file)
- Indicating preference for location does not guarantee patients will be able to be scanned there
- Patients will be scanned according to standard procedures if there is no imaging manual provided

Checking for IAG special instructions in RRSS

1.1

- Are Special Acquisition Instructions Required?
- Check the IAG Summary tab:
 - No Color: The IAG survey request has not been completed by study team
 - **Yellow Tab**: IAG review in progress
 - **Red Tab**: No Special Acquisition instructions required
 - **Green Tab**: Special Acquisition instruction required, click on tab for more information.
 - PD and SC will receive an automated email if special instructions are required.

Checking for IAG special instructions in RRSS 1.1

- Initial Feasibility Review Section
 - This survey is completed by the techs
 - Special Orders
 - Order As
 - Select this option as your order type in O2, (HRCT for example) or add as comment if needed
 - Special Protocol
 - This means a special imaging protocol is built on the scanner and its name needs to be placed in the order comments so the techs know to run it
 - Additional Comments for F6 Comment Box
 - May be needed if more detailed instructions are needed, such as special breathing instructions
 - Location Limitations
 - Only schedule patients to the selected locations for that modality



MRI Chest

Initial Feasibility Review

Special orders/instructions needed for MRI chest? Yes No
* must provide value reset

Orders will need to include

Order as:

Special instructions text to be placed in the order by study coordinators.

Include any other additional special instructions or any other information techs will need to properly image study patients. Study coordinators will paste this text into their orders.

* must provide value

Will this study need to be limited to certain locations for this type of scan? Yes No
Please refer to study team location preference at top of survey if feasible. reset

If so, location

ARW
 BHB
 CA
 ICC
 KUMW
 MOB
 UKCC-North
 UKCC-LS
 UKCC-OP
 UKHCC-South
 WP
 WW

SC, only schedule at the selected locations for this study

Checking for IAG special instructions in RRSS 1.1

- Protocol Build Upon Study Activation
 - Protocols are typically not built on scanners until study activation
 - Please send us reminder when study is institutionally activated
 - Please notify us if scanning for study is completed prior to closure
 - Only schedule patients to locations denoted
 - **F6 Comments Box Example:** “Technologist, please scan clinical trial XXXXX patient using protocol Fancy Scans for Fancy Studies. Scheduler: Only schedule at BHB or ICC.”

Protocol Build Information Upon Study Activation

Has the Special Protocol been built? Yes No

Number of locations requiring Special Protocol 1 2

Protocol Name: Fancy Scans for Fancy Studies

Protocol built at:

ARW
 BHB
 CA
 ICC
 KUMW
 MOB
 UKCC-North
 UKCC-LS
 UKCC-OP
 UKHCC-South
 WP
 WW

SC, only schedule at the selected locations for this protocol

Study ID 1013
(Agros Pharm AG881-C-004(145180),Salacz - Select)

Data Collection Instruments:

- Protocol Review (RR)
- Fee Sheet (RR)
- IAG Request Survey (for SCs)
- IAG Review - Bone Scan Survey (for Techs)
- IAG Review - CT Survey (for Techs)
- IAG Review - Mammogram Survey (for Techs)
- IAG Review - MRI Survey (for Techs)
- IAG Review - PET-CT Survey (for Techs)
- IAG Review - Ultrasound Survey (for Techs)
- IAG Review - X-ray Survey (for Techs)
- IAG Review - Other Modality Survey (for Techs)
- IAG Summary (RR)
- Special Read Text (RR)
- Uploads (RR)
- Finance (RR)
- Study Closure (RR)

SPECIAL RADIOLOGIST READS

Special Radiologist Reads

- Protocol specified measurements required by radiologist
 - Ex: RECIST, RANO, LUGANO, etc.
- If an addendum is needed on a past scan's radiology report, please directly email the radiologist
 - Radiologists do not like addendums! Check that orders contain special read text to ensure all needed measurements are obtained on first read

Checking for special radiologist read instructions in RRSS 1.1

- Are Special radiologist read instructions required?
 - **Red Tab**: No Special Read Text required
 - **Yellow Tab**: RR is missing HSC number
 - **Green Tab**: Special Read text required, click on tab to get information
 - PD and SC will receive an automated email if special instructions are required.

Study ID 1013
(Agros Pharm AG881-C-004(145180)Salata - Rad, Yes - Res
[Select when to read](#)

Data Collection Instruments:

- Protocol Review (RR)
- Fee Sheet (RR)
- IAG Request Survey (for SCs)
- IAG Review - Bone Scan Survey (for Techs)
- IAG Review - CT Survey (for Techs)
- IAG Review - Mammogram Survey (for Techs)
- IAG Review - MRI Survey (for Techs)
- IAG Review - PET-CT Survey (for Techs)
- IAG Review - Ultrasound Survey (for Techs)
- IAG Review - X-ray Survey (for Techs)
- IAG Review - Other Modality Survey (for Techs)
- IAG Summary (RR)
- Special Read Text (RR)
- Uploads (RR)
- Finance (RR)
- Study Closure (RR)
- Notification Management (MI)

Applications

Checking for special radiologist read instructions in RRSS 1.1

- Open the **Special Read Text** tab that contain special instructions.
- Copy the text in the note box.
- Paste the text into the **Comments (F6) section** of the image orders.

Editing existing Study ID 1013 (Agios Pharm AG881-C-004(145180),Salacz - Rad:Yes - Research:Yes)

Study ID 1013

Agios Pharm AG881-C-004(145180)

A Phase 3, Multicenter, Randomized, Double-blind, Placebo-Controlled Study of AG-881 in Subjects With Residual or Recurrent Grade 2 Glioma With an IDH1 or IDH2 Mutation

Principle Investigator: Salacz

Study Contacts:
Project Director/Manager: Tina Livingood, clivingood@kumc.edu
Study Coordinator: Sara Kendall, skendall2@kumc.edu

Special read text exists? Yes No reset

Special Read Text Expand

MRI-Brain
Clinical Trial Patient, HSC# 145180
Radiology: Please provide RANO-LGG reads

Turn form green when special read text is available and complete. Study coordinators and project directors will receive an email notification every time you save this form as complete.

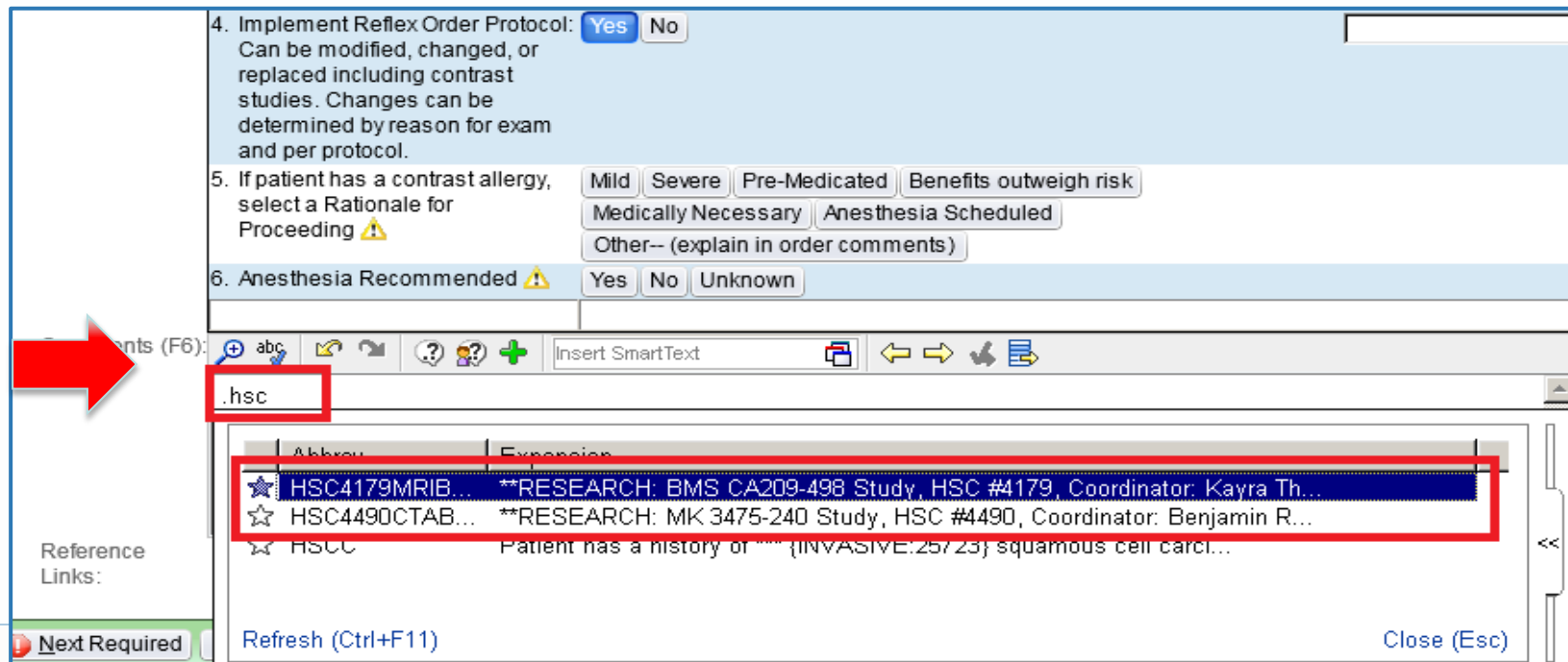
THE F6 COMMENT BOX

Adding Special Instructions to Image Orders

- In the “**Comments (F6)**” field of the O2 imaging order, paste the required Special Read and/or Special Acquisition text from the RRSS 1.1
 - Text can be pasted directly from the RRSS 1.1 every time order is placed
 - Use the text to create a Smart Phrase
 - Radiology Research does not oversee these
 - Add the text to any internal SOPs or other lasting documents for sharing
- In addition to the Special Instructions/Read text please put:
 - **Please do not change orders- research study**
- If it’s not placed in the order box, it won’t happen
 - Solely putting the HSC # and study name will **not** ensure your patients are scanned per protocol requirements

Radiology Research Managed Smart Phrases

- RR no longer creates smart phrases for studies opened after January 2020.
- Smart phrases from studies reviewed from October 2018 – Jan 2020 will only contain special read instructions since RR did not manage IAG reviews during that time.
- Old RR created smart phrases are all called HSC and will appear when you type .hsc in the F6 comment box if you have access. Your PD can check if a smart phrase exists for your studies and add you as users.



4. Implement Reflex Order Protocol:

Can be modified, changed, or replaced including contrast studies. Changes can be determined by reason for exam and per protocol.

5. If patient has a contrast allergy, select a Rationale for Proceeding

6. Anesthesia Recommended

Comments (F6):

Abbrev	Expansion
★ HSC4179MRIB...	**RESEARCH: BMS CA209-498 Study, HSC #4179, Coordinator: Kayra Th...
☆ HSC4490CTAB...	**RESEARCH: MK 3475-240 Study, HSC #4490, Coordinator: Benjamin R...
☆ HSCC	Patient has a history of ***** {INVASIVE:25723} squamous cell carci...

Reference Links:

Next Required Refresh (Ctrl+F11) Close (Esc)

Adding Special Instructions to Image Orders

- When you add comments in the **F6 comment box** the text will translate to the following areas:
 - **Control sheet (for Technologists)**
 - Radiologist reading palette
- In addition to the Special Instructions/Read text please put:
 - **Please do not change orders- research study**

PROCEDURE: MRI HEAD W/O/W CONTRAST
ACCESSION #:

Tes [REDACTED] Patient Location:
MRN [REDACTED] Dept. Phone:
DOB [REDACTED] le

ALLERGIES: IODINE, DACARBAZINE

Scheduled for: 3/30/2017 4:00 PM Resource: MRI-HOSPITAL ROOM 2

Order Date/Time: 3/30/2017 Appt Department: MRI
Expected time: 2:40 PM

PRIORITY: Routine
DIAGNOSIS: Glioblastoma (HCC) [C71.9 (ICD-10-CM)]
REASON FOR EXAM:
REASON FOR EXAM COMMENTS:
COMMENTS: **STUDY PROTOCOL**

Scheduler Instructions:
Perform on 1.5 T MRI at WW or MAIN HOSPITAL only

**Tech Instructions:
Perform all TOCAGEN protocol sequences**

Radiologist Reading Instructions:
Comment on.....

HEIGHT: 6' (1.829 m) WEIGHT: 196 lb (88.9 kg)
ISOLATION:
TRANSPORT: O2:
LABS:

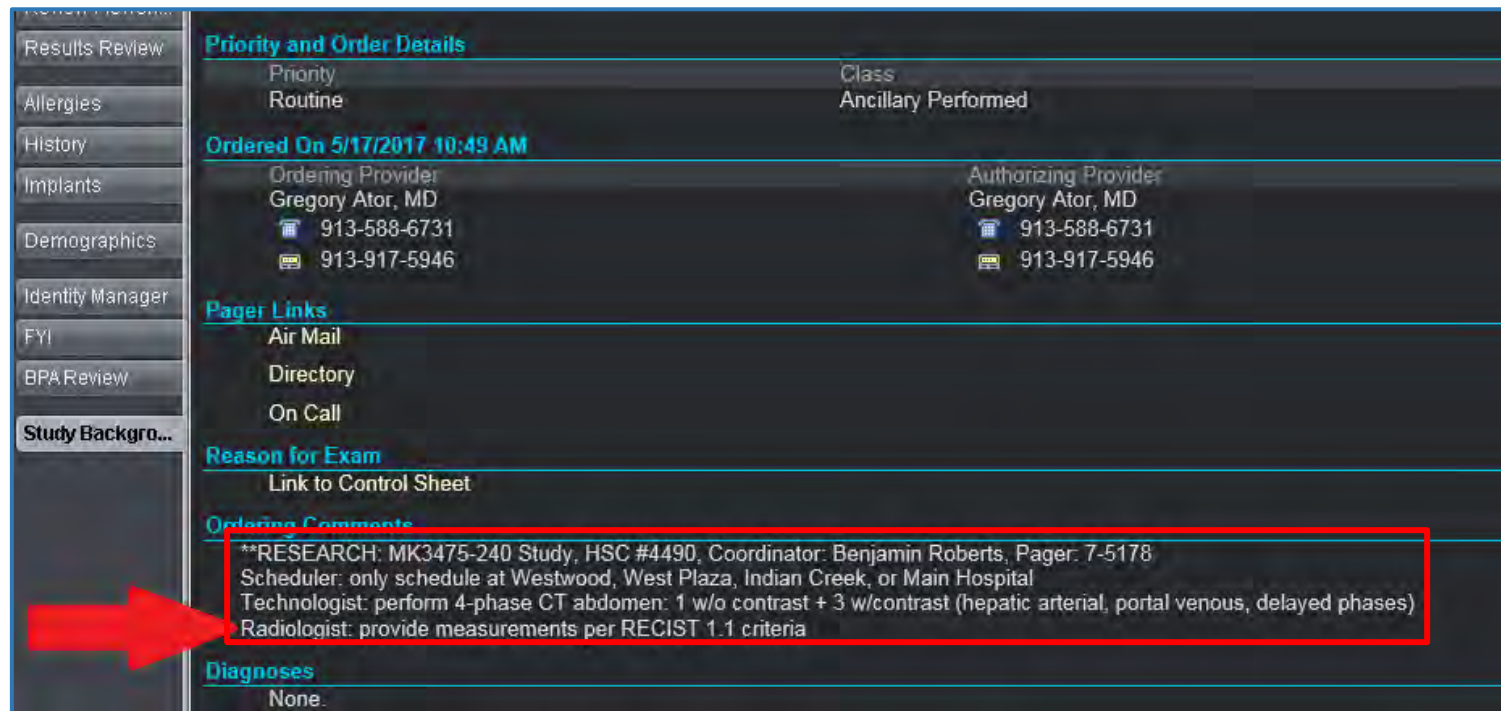
ACCOUNT: 886008475

ORD MD: Belinda A Vail Pager: 913-917-4077
Phone: 913-588-1959
Ord Dept: UKP-KU FAM MED Phone: 913-588-1908
AUTH MD: Belinda A Vail Pager: 913-917-4077
ATT MD:
PCP MD: Pal, Aroop K

Other Exams for Today: Questions: Is patient pregnant? No
Is patient allergic/sensitive to contrast media? No

Adding Special Instructions to Image Orders

- When you had comments in the **F6 comment box** the text will translate to the following information areas:
 - Control sheet (for Technologists)
 - **Radiologist reading palette**



The screenshot displays a software interface with a sidebar on the left containing menu items: Results Review, Allergies, History, Implants, Demographics, Identity Manager, FYI, BPA Review, and Study Backgro... The main content area is titled 'Priority and Order Details' and contains the following information:

Priority	Routine	Class	Ancillary Performed
Ordered On 5/17/2017 10:49 AM			
Ordering Provider	Gregory Ator, MD	Authorizing Provider	Gregory Ator, MD
	913-588-6731		913-588-6731
	913-917-5946		913-917-5946

Below this, there are sections for 'Pager Links' (Air Mail, Directory, On Call), 'Reason for Exam' (Link to Control Sheet), and 'Ordering Comments'. The 'Ordering Comments' section is highlighted with a red box and contains the following text:

****RESEARCH: MK3475-240 Study, HSC #4490, Coordinator: Benjamin Roberts, Pager: 7-5178
Scheduler: only schedule at Westwood, West Plaza, Indian Creek, or Main Hospital
Technologist: perform 4-phase CT abdomen: 1 w/o contrast + 3 w/contrast (hepatic arterial, portal venous, delayed phases)
Radiologist: provide measurements per RECIST 1.1 criteria**

A red arrow points from the 'Study Backgro...' menu item in the sidebar to the 'Ordering Comments' section.

UPLOAD / IMAGE TRANSMISSION REQUESTS

Checking for Uploads in RRSS 1.1

- Is RR supporting the study with Image Submission?
- RR does not necessarily transmit images for all studies that involve radiology, so you can check:
 - **Red Tab:** RR not supporting study with uploads
 - **Yellow Tab:** RR is missing one of the below items
 - Signed fee sheet from finance department
 - Image Core Lab access for applicable RR personnel
 - **Green Tab:** RR is supporting the study with image uploads and the study is activated in RRSS 1.2

Study ID 1013 (Agius Pharm AG881-C-004(145180),Salacz - Rad:Yes - Research:Yes)

Data Collection Instrument	Status
Protocol Review (RR)	
Fee Sheet (RR)	
IAG Request Survey (for SCs) (survey)	
IAG Review - Bone Scan Survey (for Techs) (survey)	
IAG Review - CT Survey (for Techs) (survey)	
IAG Review - Mammogram Survey (for Techs) (survey)	
IAG Review - MRI Survey (for Techs) (survey)	
IAG Review - PET-CT Survey (for Techs) (survey)	
IAG Review - Ultrasound Survey (for Techs) (survey)	
IAG Review - X-ray Survey (for Techs) (survey)	
IAG Review - Other Modality Survey (for Techs) (survey)	
IAG Summary (RR)	
Special Read Text (RR)	
Uploads (RR)	
Finance (RR)	
Study Closure (RR)	
Notification Management (MI)	

Requesting Uploads in RRSS 1.2

- SC submits uploading requests (and answers queries) using REDCap.
 - a. Login to REDCap and click on “1.2 Radiology Research Services Requests.”
 - b. Click “Add/Edit Records” on far left.
 - c. Click “Add New Record” button to submit new request.
 - d. Complete the first form by clicking the “Request Upload” link.

The screenshot shows the REDCap interface for the University of Kansas Medical Center. The left sidebar has a red box around the 'Add / Edit Records' button. The main content area is titled '1.2 Radiology Research Services Requests' and includes a section for 'Add / Edit Records' with a 'Total records: 4,384' and a '+ Add new record' button highlighted in red.

The screenshot shows the REDCap interface for the University of Kansas Medical Center. The left sidebar has a red box around the 'Add / Edit Records' button. The main content area is titled '1.2 Radiology Research Services Requests' and includes a section for 'Record Home Page' with a legend for status icons. Below the legend is a table with a red box around the 'Request Upload' link.

Data Collection Instrument	Status
Request Upload	<input type="radio"/>
Research Study Uploading Request Completion (Rad Research)	<input type="radio"/>

Requesting Uploads in RRSS 1.2

- Complete the first form by clicking the **“Request Upload”** link.



The screenshot displays the REDCap interface for the University of Kansas Medical Center. The left sidebar shows navigation options such as "My Projects", "Project Home and Design", "Data Collection", and "Applications". The main content area is titled "1.2 Radiology Research Services Requests" and includes a "Record Home Page" section. A legend for status icons is provided, with a red circle for "Incomplete", a yellow circle for "Unverified", and a green circle for "Complete". A table titled "NEW RRSS Record # 202" lists data collection instruments and their status. The "Request Upload" instrument has a red box around its status icon, which is a gray circle with a question mark, indicating it is incomplete.

Data Collection Instrument	Status
Request Upload	<input type="radio"/>
Research Study Uploading Request Completion (Rad Research)	<input type="radio"/>

Requesting Uploads in RRSS 1.2

- Complete all fields.
- If your study is activated and approved for upload support (green in 1.1), your study will appear in the searchable pick list.

Adding new RRSS Record # 202

RRSS Record # 202

Requester Info

Request date Today M-D-Y

Requester Full Name * must provide value

Requester Email * must provide value

Patient Info

MRN If available

Patient First Name * must provide value

Patient Last Name * must provide value

Subject ID * must provide value

Study Info

Study Name * must provide value

Study Timepoint * must provide value Example: Baseline Visit

If your study is not listed, please contact radiologyresearch@kumc.edu

Requesting Uploads in RRSS 1.2

- You can enter a past or future scan date. We prioritize scans we know about in advance and try to do them same or next day.
- If you need your image uploaded urgently, let us know in the comment box.
- Be sure to save the form as Complete when you're done!
- Click Save at the bottom. **Only when the form is marked complete and saved will we receive your upload request.**

The screenshot shows the 'Scan Info' form in RRSS 1.2. Red boxes highlight the following elements:

- Scheduled Scan Date and Time:** A date and time selector with a calendar icon and a 'Now' button.
- Comments or Special Instructions:** A large text area for providing details or urgent requests.
- Form Status:** A dropdown menu currently set to 'Incomplete'.
- Save Buttons:** 'Save & Exit Form' and 'Save & Stay' buttons at the bottom.

Other visible form fields include:

- Scan Type:** Radio buttons for CT, MRI, Bone Scan, PET/CT, Ultrasound, X-Ray, Mammogram, and Other.
- Body Region(s):** Checkboxes for Brain, Neck, Chest, Abdomen, Pelvis, Breast, Lower Extremities, and Other.
- Desired Upload Date:** A date and time selector.
- Special Instructions Attachment:** A section for uploading files, with a note: 'Note: If you have multiple documents to upload, please save them as one document and attach.'

Instructions and warnings are displayed in red text:

- Before you click save, please:**
- *Check for duplicate requests. It helps us be more speedy.
- *Choose "Complete" from the dropdown below. We will not receive your request unless you do.
- *Expect your upload to be completed in 2-3 days, or 3-5 days for retrospective requests.
- *Email radiologyresearch@kumc.edu if you need to change anything on this form after initial submission.

A 'Thank you!' message is also present.

Requesting Uploads in RRSS 1.2

- You'll receive a confirmation email when you submit your request. We'll be working on it!

Mon 1/6/2020 4:18 PM

RR Radiology Research
Radiology Upload Request Confirmation - EM

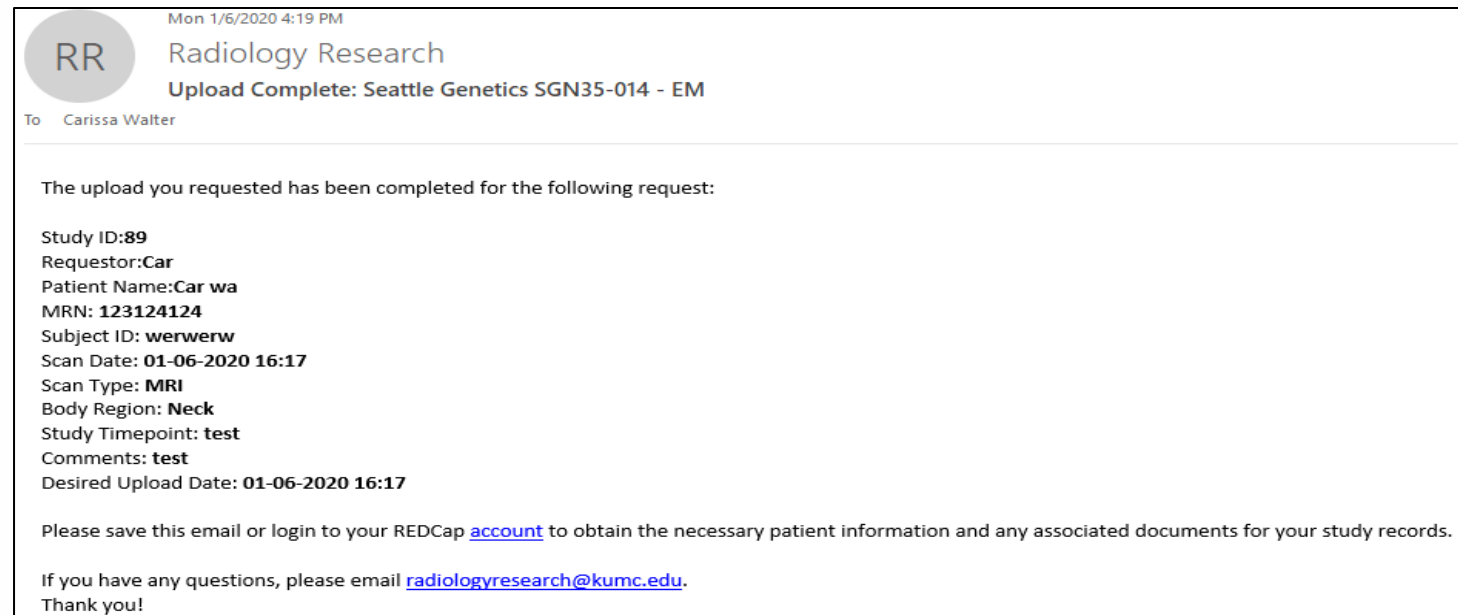
Carissa Walter

Your uploading request below has been submitted to Radiology Research and will be processed within 2-3 business days of the scan completion. If you have any questions, please email radiologyresearch@kumc.edu. Thank you!

Study ID: **89**
Requestor: **Car**
Patient Name: **Car wa**
MRN:
Subject ID: **werwerw**
Scan Date: **01-06-2020 16:17**
Scan Type: **MRI**
Body Region: **Neck**
Study Timepoint: **test**
Comments: **test**
Desired Upload Date: **01-06-2020 16:17**

Requesting Uploads in RRSS 1.2

- When the upload is complete, you'll receive another confirmation email.



- RR bills studies monthly for services provided

Queries

- REDCap holds records of all past requests, which provides SCs with information for responding to queries.
 - a. Click on Add/Edit Records.
 - b. You can search for a record by patient MRN, subject ID, requester name, etc in the search query field.
 - c. To see an abbreviated overview on all requests for your User Group, use the SC Request Report

The screenshot displays the REDCap interface for a project titled "1.2 Radiology Research Services Requests" (PID: 5123). The left sidebar contains a navigation menu with sections: "Project Home and Design", "Data Collection", "Applications", and "Reports". The "Add / Edit Records" link in the "Data Collection" section and the "SC Request Report" link in the "Reports" section are highlighted with red boxes. The main content area shows the "Add / Edit Records" section, which includes a dropdown menu for selecting a record and a search query field, both also highlighted with red boxes.

SC Request Report

- **Useful for reviewing multiple records simply instead of the Record Status Dashboard**
 1. Use search to quickly filter results (i.e. requester name, study ID, MRN)
 2. Export the data to Excel for easier/more detailed use—filters will limit to displaying 255 records at once

Number of results returned: 5,170
Total number of records queried: 5,170
Report execution time: 0.4 seconds

[Stats & Charts](#) [Export Data](#) [Print Page](#) [Edit Report](#)

SC Request Report

Use this report to check to see if a request has already been made.

Page 1 of 6: Displaying record "4" through "2043-12" of 5,170 results returned

Note: Sorting works only within the page displayed, not over all pages in the report.

RRSS Record # study_id	Study Name study_name_short	Request date request_date	Requester Full Name requestor_name	MRN mrn	Subject ID subject_id	Schedule and Time scan_date
2903-6						03-11-201
2903-7						11-06-201
2903-8						03-11-201
2979-4						
3348-1300						
3348-341						05-06-202

Study Closeout Activities

- RR receives notification from IRB of study closure and marks the study as closed in REDCap.
- Upload documents will be handed over to the study team (i.e. – data transfer forms)

Important Take-Aways

- **IAG Reviews**

- Any required test/phantom scans should be initiated by you as study coordinator, but RR can help coordinate and communicate with the radiology techs!
- Find Hospital Radiology Contacts information at <https://kumed.sharepoint.com/sites/mykumc/radresearch/Pages/Radiology-Contacts.aspx>

- **Image Queries**

- Study teams own the image queries, but we can help you answer them.

- **Site Surveys/Image Capability Questionnaires**

- RR can help you complete any questionnaires about hospital equipment or capabilities. Please send to radiologyresearch@kumc.edu
- View our current list of hospital equipment any time at <https://kumed.sharepoint.com/sites/mykumc/radresearch/Pages/Radiology-Equipment.aspx>

- **RRSS Access**

- Only trained users are granted access to the RRSS systems. Please email us when you have staff that need training, as well as refreshers!

Radiology Equipment List

SharePoint

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Coronavirus COVID-19 Resource Center

Hospital Radiology Equipment List

Radiology Research

Hospital Radiology Contacts

Hospital Radiology Equipment List

Imaging SmartPhrases

SmartPhrase Purpose & Process

Open in Desktop App Data Find Comments

	B	C	D	E	F	G	Act Cer
	Building Location	Imaging Modality	Manufacturer	Model Name/Description	ACR Professional Accreditations	Software	
1							
2	Bell	CT	GE	VCT 64 Slice -Not for Research Use	None	16HW36.4	
3	Bell	CT	Siemens	Flash	None	Syngo CT VA48A	
4	Cambridge Tower A	CT	GE	Revolution (256 Slice)	None	revo_1.5_m3b_xt.53	
5	Indian Creek	CT	GE	VCT 64 Slice	Adult and Pediatric Patients; Head/Neck, Chest, Abdomen; ACR Designated Lung Cancer Screening Center	16HW36.4	
6	Medical Office Building	CT	Siemens	Somatom 64 Definition AS	ACR - Adult and Pediatrics HNCA	syngoCT V48A	
7	Arrowhead Clinic	MRI	Siemens	1.5T Espree	None	Syngo MR B19	
8	Westwood	CT	GE	Lightspeed VCT 64 Slice	ACR- Adult and Pediatric, Head/Neck, Chest, Abd	gmp_vct.42	
9	Lee's Summit	NM_PET/CT	Siemens	Biograph 6	ACR PET-Oncology, Brain ACR CT - Adult HNCA	PS4.0.3	
10	Bell	MRI	Siemens	3.0 T Skyra	None	Syngo MR E11A	
11	Bell	MRI	GE	1.5 T Signa HDXT	None	15.0_M4	
12	Cambridge Tower A	MRI	Siemens	3.0 T Skyra	None	Syngo MR E11C	
13	Cambridge Tower A	MRI	GE	3.0 T IMRI Discover 750w	None		

Next Steps

- Ensure you have an active REDCap account.
 1. Enter your KUMC credentials here: <https://redcap.kumc.edu>.
 2. Follow the prompts to confirm your account.
 3. Tell Gentry (gfowler@kumc.edu) you have an account and she will add you to the two projects (RRSS 1.1 and RRSS 1.2) in Redcap.
- Refer to our training materials or website if you need help: <http://www.kumc.edu/school-of-medicine/diagnostic-radiology/radiology-research/research-administration.html>
- Contact us with questions:
 - radiologyresearch@kumc.edu