

MRI Management Committee, Bloorview Research Institute

Terms of Reference

Membership:

Chair, Senior MR Technologist/MR Safety Officer, and four members who are scientists with expertise in MR-based research (two members), clinical radiology (one member), and knowledge of the clinical population at Holland Bloorview (one member).

Quorum: A minimum of four members of the MRI Management Committee is required to conduct a meeting.

Conflict of interest: Acting Chair is designated for applications submitted by the Chair (as a PI).

Responsibilities:

1. Evaluation of applications for MR imaging in the MRI Unit located at the Bloorview Research Institute (BRI) with regards to:
 - 1.1. Alignment with the BRI priority themes, namely:
 - Understanding developmental diversity;
 - Developing and improving interventions;
 - Exploring human dimensions of care and disability.
 - 1.2. Appropriateness of the proposed imaging protocol to address the research question(s)
 - 1.3. Feasibility of executing the proposed protocol in the studied population.
 - 1.4. Review of possible clinical MR-safety implications

Within three days of the meeting, the Chair (or an Acting Chair in case of conflict) will send a letter of approval to the applicant. The letter will include comments regarding Points 1.2., 1.3. and 1.4.

2. Oversight of MR safety

This responsibility entails review of the regular reports by an MR Safety Officer that will include:

- Updates on MR Safety policies and procedures;
- Updates in the list of authorized Level One MR personnel (e.g., research assistants) and Authorized non-MR personnel (e.g., security);
- Incident reports.

3. Oversight of scanner utilization and scanning priorities

Frequency of meetings and manner of call:

The MRI Management Committee will meet at the call of the Chair. Meetings will be held either in person or via Zoom once a month (or as required).

All meetings will be minuted (by the Senior MR Technologist).