

Site-Based Research Charter

Duke University School of Medicine



DUKE UNIVERSITY SCHOOL OF MEDICINE

Name of SBR: **Radiology**

Date: **2/20/2012**

SBR Director Signature: _

Unit Head Signature: _

NOTE: Example or explanatory text in italics may be deleted.

1. Scope of Research within the SBR:

(Please list the division, department or sub-specialties/therapeutic areas of research that will be included in SBR. If applicable, address any common or frequent areas of overlap between the SBRs.)

The Department of Radiology's SBR covers research originating in the Abdominal, Neuroradiology, Musculoskeletal, Pediatric, Nuclear Medicine, Thoracic, Mammography, Vascular, Brain Imaging Analysis Center and basic science radiology research labs.

2. Key Personnel:

Director Daniel Sullivan, MD
SBR Manager – Research Practices Barbara Kurth, PhD
SBR Manager – Financial Practices Susan Hall

3. Define Clusters & Leadership within Clusters;

May use text or attach an organization chart.

The Radiology SBR faculty advisory board is comprised of representatives from all the major radiology divisions and sections (listed in section 1 above). These are the functional equivalent of "clusters" in other SBRs.

Leadership of Radiology SBR:

Medical Director: Daniel Sullivan, MD
Research Practices Manager: Barbara Kurth, PhD
Financial Manager: Susan Hall

4. Faculty Advisory Board

Composition: *(List of membership, frequency of Board meetings, term of members, define how membership will be chosen or appointed)*

Jay Baker, MD (Mammography)
Daniel Barboriak, MD (Neuroradiology)



Kingshuk Roy Choudhury, Ph.D. (Biostatistician)
Bastiaan Driehuys, Ph.D.(CIVM)
Don Frush, MD (Pediatric)
Susan Hall (Finance)
Tracy Jaffe, MD (Abdominal)
Charles Kim (Interventional)
Lynne Koweek, MD (Cardiovascular/Chest)
Joseph Lo, PhD (Carl E. Ravin laboratory)
Rendon Nelson, MD (Abdominal)
Jeffrey Petrella, MD (Neuroradiology)
Daniel Sullivan, MD
Charles Sptizer, MD (Musculoskeletal)
James Voyvodic (BIAC)
Terry Wong, MD (Nuclear Medicine)
Barbara Kurth, PhD (RPM)

Board Meetings occur once a month.

Members are appointed by the Radiology Chair.

Members are appointed for a three-year term with an option to renew.

Departmental IRB Reviewers (Mustafa Bashir, MD, Daniel Boll MD, and James MacFall, PhD), CRCs, and business office staff are invited to attend meetings.

Function: *(Please define how studies will be evaluated and how selection decisions will be made.)*

New Policies and Radiology specific issues will be presented, reviewed, or discussed by the board at the monthly meetings.

5. SBR Governance and Financial Plan:

Please describe who the SBR reports to (to whom the SBR is ultimately accountable) and which organization(s) provide the backstop for the SBR. [If more than one organization provides the backstop for the SBR, ensure that a memorandum of understanding (MOU) has been drafted.]

Please describe sources of funding for SBR and method of allocation of SBR fixed costs to studies.

What happens to Margins & Deficits?

Reports to the Chair through the Medical Director.

Backstop is the Department of Radiology.

Sources of funding for the SBR are the various sponsors of clinical trials.

Method of allocation of SBR fixed costs to projects is the review process of the projects, Research Practices Manager time, Financial Practices Manager time, and Medical Director time in submitting and presenting various projects.

Clinical trial margins are divided between the department (allocated to the SBR Hub account) and the PI. Clinical trials deficits are absorbed by the department.



6. SBR Stakeholders:

Please list the SBR Stakeholders, which could include departments, centers, institutes, CSUs and schools. Stakeholders consist of radiology department clinical divisions, other clinical departments in the school of medicine, clinical support units, Duke Cancer Institute, BIAC, DCRI, and Biomedical Engineering.

7. Communication Plan:

Please describe how information about the SBR will be actively communicated to SBR faculty and staff. Information about the SBR will be communicated to the SBR faculty and staff via Minutes of SBR meetings on the departmental intranet, announcements at faculty meetings, and email.



4. (Continued) Insert Organization Chart:

