Development Time Policy for MRI Systems

A central theme of the mission of the Center for Biomedical Imaging is to promote imaging research by fostering collaborations among scientists and physicians across the MUSC campus. For these collaborations to be productive and successful, scientists and physicians who are skilled in the art of imaging research should be involved. Thus, we are providing an administrative infrastructure that will encourage and support this goal.

Establishing meaningful and productive collaborations usually requires the collection of pilot data; however, identifying funds to pay for scanning time for this type of work can be challenging.

To address this issue, CBI Faculty will be provided development time to be used for the collection of pilot data in collaboration with other researchers or for the collection of their own pilot data.

CLINICAL (3T HUMAN) IMAGING:

- Up to two hours of scan time per calendar week will be made available for each CBI faculty member in good standing.

- Development time is subject to restricted scheduling rules, will NOT accumulate, and may NOT be used for funded studies. Development time cannot used be during Prime Time or Just-in-Time hours (M-F, 10 am – 5 pm), unless booked within one week for Prime Time and on the same day for Just-in-Time (see scheduling policy).

- Development time should be scheduled in Calpendo (https://musc.calpendo.com/) using “DEVS” and “DEVP” depending on the type of study:

    - “DEVS” time should ONLY be used to schedule studies involving humans that would be difficult to reschedule (i.e., ideally should not be bumped by a funded study).

    - “DEVP” time should be used for all other time such as testing protocols, phantom work, etc.

- Scheduling for funded studies will always take priority over DEVP time.

- Scheduling for funded studies may request that a DEVS time slot be relinquished.

- To make changes within 24 hours of scheduled time or to resolve scheduling conflicts, please contact one of the MRI Technologists (843-792-2353).

PRECLINICAL (SMALL ANIMAL) IMAGING:

- Up to 3 hours of scan time per calendar week will be made available for each faculty member of the CBI who is a user of the animal imaging system (Bruker 7T MRI).
- Development time will be scheduled under restricted scheduling rules, will NOT accumulate, and may NOT be used for funded studies.
- Development time should be scheduled in Calpendo (https://musc.calpendo.com/) using "DEVS" and "DEVP" depending on the type of study:
  - "DEVS" time should ONLY be used to schedule studies involving small animals.
  - "DEVP" time should be used for all other time such as testing protocols, phantom work, etc.
- Scheduling for funded studies will always take priority over DEVP time.
- Scheduling for funded studies may request that a DEVS time slot be relinquished.
- The schedule for each day will be "locked down" three days prior. To resolve scheduling conflicts, please contact the preclinical MRI technologist (843-876-6686).

FOR ALL IMAGING MODALITIES:

The success and continuation of this system will rely heavily on the cooperation of all CBI faculty. Priority will be given to funded studies, and development time will be monitored and reviewed periodically. In the event that scheduling scanner time becomes difficult, it may be necessary to reduce the weekly allotment of development time.

Scientists or physicians who cannot establish collaboration with a qualifying user, but who seek access to the instruments for the development of a project,

will still be able to submit a proposal to the CBI Directors for consideration. Those interested should contact the CBI Administrator (cbi@musc.edu) for further details.

Acceptable Uses of Development Time

Development time may be used for the collection of pilot data, protocol development, trainee projects and phantom scanning. Additionally, this time may be used for the collection of pilot data in collaboration with investigators both inside and outside of MUSC.

The collection of pilot data, defined as that data required to test and/or develop a protocol or to collect minimal data for use in a grant submission, will be strictly monitored. In general, it should involve a limited number of subjects (human or animal) for any one purpose.