

IHE-RO Subcommittee for Promotional Activity
Monday, June 14, 2010
3:30-4:30 p.m. ET
Conference call

Attendees:

Colin Field
Akkamma Ravi
Nicole Napoli

Zhe Chen
Prabhakar Tripuraneni
Charles Able

Barbara Muth
Sidrah Abdul

I. Administrative Items

- a. The minutes from the conference call on May 17 were approved.

II. Reports & Updates

a. **ASTRONews**

Dr. Tripuraneni suggested reporting on the FDA meeting for the next ASTRONews article.

b. **Abstract**

The abstracts submitted by Charles Able and May Wahab were accepted for the ASTRO Annual Meeting.

c. **IHE-RO Logo**

Ms. Muth reported that Chris Carr for IHE needs to send the logo to an approval committee within IHE.

d. **Text for RFP**

It was concluded that a common language is necessary for RFP's so that it is vendor neutral and not unique to a specific vendor. Charles Able and Colin Field will work together to develop this.

Dr. Tripuraneni brought up the issue of common language in radiology as a whole (e.g. the way angles are described). This was discussed at FDA meeting. He suggested creating white paper for IHE-RO for commonly used terminology. Barbara Muth will contact Dick Fraass to further this idea.

e. **Articles**

Charles Able was in contact with the ACR about the articles for the newsletter and the editorial staff prefers to receive article ideas, instead of complete articles. It was decided that shorter articles are better for the ACR and AAPM newsletters.

III. Future Meetings

- A poll will be conducted to check everyone's availability for a meeting once every two months, with the next meeting in August.

IV. Action Items:

Task to be done	Who will do it	When it will be completed

Communicate with IHE to get an approval for the IHE-RO logo	Sidrah Abdul	
Communicate with Dick Fraass regarding IHE white paper for commonly used terminology	Barbara Muth	