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biomedical imaging center

Imaging Research Center
Incidental Findings Log

Step 1: Level 2 user of scan in question provides information in Section 1 below and submits to irc-medical@utlists.utexas.edu.

SECTION 1

Date: _____

PI of Study Involved: _____

Title of IRB Protocol Used: _____

Scan ID: _____

Level 2 User for Scan in Question: _____

Date of Scan: _____

Date of Finding: _____

Describe Potential Finding (include appearance, location, series, and slice):

Step 2: Operations Administrator stores this document in designated secure location, notifies Medical Director for evaluation, and provides the information in Section 2 below.

SECTION 2

Processed By: _____

Finding Number: _____

Date Submitted for Review: _____

Step 3: Medical Director or his/her designee evaluates the available data and determines if the potential finding is potentially of medical significance and needs to be reported to the subject. The evaluator provides the information in Section 3 below.

SECTION 3

Date Reviewed: _____

Data Reviewed By: _____

Is the noted finding of potential medical significance? YES NO

Step 4: If required, evaluator will call the subject to disclose the finding and provide medical advice. Once completed, the evaluator will provide the information in Section 4 below.

<p>SECTION 4</p> <p>Date Subject Contacted to Schedule Disclosure: _____</p> <p>Date of Disclosure: _____</p>
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Step 5: Operations Administrator reviews this form for completeness, notifies PI of action(s) taken, closes file by providing information in Section 5 below, and moves it to a permanent secure location for archive.

<p>SECTION 5</p> <p>File Reviewed and Closed By: _____</p> <p>Date File Closed: _____</p>
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<p>NOTES (Please provide name of author when making notes here.)</p> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
