

Examples of good practice on Research (GxP)

Title /name of example	Type of example (e.g. Policy, Administration, Support Services, Quality control, Dissemination)	Country	Brief description/ details	How does this exemplify GRP?	Contact: Organisation	Contact: Address	Contact Post Code, Place	Contact details: E-mail	If a detailed description has been published, please give bibliographical details
Ethical review	Policy	NL	Departmental policy requires all research with humans to undergo ethical review, even when this is not required by national law (e.g. observation and retrospective research). By Dutch law, all animal research must be approved by an ethics board, so additional policy is not needed.	assures that all departmental research is ethically sound	Erasmus MC Department of Radiology	's Gravendijkwal 230	3015 CE Rotterdam	research.radiology@erasmusmc.nl	
Research Support Office	Support Services	NL	The department funds personnel to provide wide ranging support to researchers. With the motto "Researchers should do research, the Research Office will take care of the rest", the Research Office liaises with attorneys, provides constructive criticism of (methodology of) research proposals, arranges ethics submissions, includes subjects, collects data and inputs it into databases, monitors milestones and deliverables, centrally archives necessary paperwork, and prepares financial accounting, all according to standardised, approved protocols.	(1) provides a standardised means of data acquisition and storage, (2) provides a centrally archived, transparent paper trail, (3) assures proper use of grant funds	Erasmus MC Department of Radiology	's Gravendijkwal 230	3015 CE Rotterdam	research.radiology@erasmusmc.nl	
Research Committee	Quality control	NL	Comprised of all full professors in the department, the Research Committee must approve all new research lines and all projects that are not part of an approved research line. The Research Committee also monitors the progress of all departmental graduate students.	assures that all departmental research meets the departmental quality standard	Erasmus MC Department of Radiology	's Gravendijkwal 230	3015 CE Rotterdam	research.radiology@erasmusmc.nl	
Trial registration	Policy	NL	Departmental policy encourages registration of all clinical trials in an approved database.	increases global transparency on clinical trials being performed, reducing duplicate research	Erasmus MC Department of Radiology	's Gravendijkwal 230	3015 CE Rotterdam	research.radiology@erasmusmc.nl	
Research Support Office	Support Services	ES	The department selects grant and funding opportunities from national or international institutions, according to the research developed by the center. An annual schedule is then followed to control deadlines and application requirements.	it helps to find which research areas are more fundable, it provides good feedback and endpoints for research results (i.e. the need to provide periodical reports or annual results)	Radiology Department, Dr Peset University Hospital	Av Gaspar Aguilar 90	46017 Valencia,	rsanz_val@quiron.es	
Research Committee	Quality control	ES	As EIBIR advances a more multicenter research scenario is being built. This requires strong standardization and reliable quality controls to ensure reproducibility. In imaging devices with important variability, such as the MR equipments, it is necessary to perform regular image and signal (spectroscopy) quality assessments.	it ensures reliability and reproducibility in the results, especially in multicenter trials	Radiology Department, Dr Peset University Hospital	Av Gaspar Aguilar 90	46017 Valencia,	rsanz_val@quiron.es	

Trial registration	Policy	ES	A friendly database is daily managed to include all information relevant to clinical trials. This database is usually managed by the same person, but it has been designed as an easy to use tool, so that anybody can follow it up if necessary.	it ensures continuity and an easy access to all the information kept in the database	Radiology Department, Dr Peset University Hospital	Av Gaspar Aguilar 90	46017 Valencia,	rsanz_val@quiron.es	
Clinical Trial Path	Policy	BE	1. Registration in database of medical administration and financial department	Accomplishing overall transparency	Radiology Department University Hospitals Leuven	Herestraat 49	3000 Leuven	hilde.vandenhout@uzleuven.be	http://www.uzleuven.be/diensten/ec-toetsing http://www.uzleuven.be/diensten/klinischestudies/ops-tarten/index.cfm?designmode=0#start
Clinical Trial Path	Policy	BE	2. Hospital policy requires personal contact with all departments involved in the clinical trial	Promoting communication between sponsor and departments involved, avoiding medical errors and duplicated research	Radiology Department University Hospitals Leuven	Herestraat 49	3000 Leuven	hilde.vandenhout@uzleuven.be	http://www.uzleuven.be/diensten/ec-toetsing http://www.uzleuven.be/diensten/klinischestudies/ops-tarten/index.cfm?designmode=0#start
Clinical Trial Path	Policy	BE	3. Mandatory review of each clinical trial by the established ethical committee	Protection of patient's rights, overseeing financial agreement between partners involved	Radiology Department University Hospitals Leuven	Herestraat 49	3000 Leuven	hilde.vandenhout@uzleuven.be	http://www.uzleuven.be/diensten/ec-toetsing http://www.uzleuven.be/diensten/klinischestudies/ops-tarten/index.cfm?designmode=0#start
Clinical Trial Path	Policy	BE	4. Registration of patients in clinical trials in the hospital database	Archiving and assuring global data availability	Radiology Department University Hospitals Leuven	Herestraat 49	3000 Leuven	hilde.vandenhout@uzleuven.be	http://www.uzleuven.be/diensten/ec-toetsing http://www.uzleuven.be/diensten/klinischestudies/ops-tarten/index.cfm?designmode=0#start
Clinical report on MRI volunteers	Patient Protection, Department Policy	BE	Research projects using healthy volunteers for MRI scanning are not required by law to provide a clinical report. The department strongly encourages a clinical report on the MRI outcome of the volunteers.	Avoiding false feelings of comfort for the patient, possible early detection of risks/diseases, collecting clinically relevant data of healthy volunteers for comparison with existing databases.	Radiology Department University Hospitals Leuven	Herestraat 49	3000 Leuven	hilde.vandenhout@uzleuven.be	
Working group conferences/courses	Support and Quality Control	BE	Committee comprised of medical staff deciding on financial support of assistant MD's with available assets using approved rules.	Encourage the number of research proposals and publications, research productivity, scientific presentations (oral and poster), etc.	Radiology Department University Hospitals Leuven	Herestraat 49	3000 Leuven	hilde.vandenhout@uzleuven.be	
Monitoring of assistant MD's	Quality Control	BE	Evaluation of assistant medical doctors by full medical staff based on approved criteria including feedback from both parties.	Assessment of assistant MD's concerning their medical and research development for possible personal or teaching adjustments.	Radiology Department University Hospitals Leuven	Herestraat 49	3000 Leuven	hilde.vandenhout@uzleuven.be	

Scientific research support office	Support Services	BE	Administration assistants providing a wide range of research services: collecting data and creating databases, correcting drafts of future publications or lectures and other paperwork.	Provides a clinical and research archive, creates time for researchers to focus on the job.	Radiology Department University Hospitals Leuven	Herestraat 49	3000 Leuven	hilde.vandenhout@uzleuven.be	
Pool of research personnel MRI	Support Services	BE	Availability of well trained MRI personnel providing support with MRI scan acquisitions	Decreasing scanning time; increasing scan quality	Radiology Department University Hospitals Leuven	Herestraat 49	3000 Leuven	hilde.vandenhout@uzleuven.be	
Radioprotection	Quality control	IT	Scientific research projects involving diagnostic and interventional procedures based on the use of ionizing radiations are monitored by a Board composed of the responsible radiologist, a medical physicist, a chief technician. The board has the task to propose and evaluate the quality of technical protocols with regard to patients' exposure to ionizing radiations. Alternative imaging modalities are proposed - if necessary - to ensure that the overall exposure throughout the research activities can be set as low as reasonably achievable.	increases awareness concerning radioprotection of the patients in medical research	Department of Radiology - University of Pisa	Via Roma 67	56100, Pisa	caramella@med.unipi.it	
Patient Anonymization	Policy	IT	Departmental policy dictates that all data potentially usable to determine the identity of the patient are to be permanently removed from the files archived for research purpose. These data include: surname, name, DoB, fiscal code, regional code, hospital code, radiological code and all other alphanumeric data of sensitive nature. Three-dimensional reconstructions of facial features are digitally edited to prevent recognition of the individual patient.	avoids that departmental research may be detrimental to patients' right to confidentiality and to privacy protection, taking into account also new areas of potential risk (temporary deletion, advanced 3D reconstructions)	Department of Radiology - University of Pisa	Via Roma 67	56100, Pisa	caramella@med.unipi.it	
High-Tech medical integration	Support Services	IT	Within the department an independent unit (EndoCAS; www.endocas.org) is specifically devoted to the support of research in the area of image guided therapies, development of simulation environments for training and for therapy planning, and health technology assessment. HTA, in particular, is performed both in the framework of spontaneous research programs and as a service for the Toscana Regional Health Government.	(1) Support activities for multidisciplinary research involving different medical specialties and non-medical scientists (2) Creation and management of enhanced reality environments for medical training (3) Health Technology Assessment	Department of Radiology - University of Pisa	Via Roma 67	56100, Pisa	caramella@med.unipi.it	
Monitoring of PhD student in radiology	Quality Control	CZ	Evaluation of PhD students of radiology by full professors of radiology based on approved criteria including feedback from both parties.	Assessment of PhD - MD's concerning their and research development	Department of Radiology - Charles University, Hradec Kralove	Sokolská 581	500 05 Hradec Králové,	neuwirth@gmail.com	

Monitoring and analyzing urgent MRI indication	Support and Quality Control, clinical good practice	CZ	Retrospective and prospective evaluation of MRI indication done, their positive or negative result and establishing the limited list of indications and to decrease redundant so called "rugen" MRI indications.	Publishing the results and the review of literature, discussion of the list on Czech Congress of Radiology	Department of Radiology - Charles University, Hradec Kralove in cooperation with Department of Radiology in Umea, Sweden	Sokolská 581	500 05 Hradec Králové	neuwirthi@gmail.com	
All new interventional devices must be CE marked before they can be evaluated in patient clinical trials	Good clinical practice	IRE	Device companies must obtain CE marking before embarking on human clinical trials with new devices	Ensures patient safety	Department of Radiology, Beaumont Hospital,	Beaumont Road d9	Dublin	mlee@rcsi.ie	
All new contrast agents to be used in clinical trials must be approved by the Irish Medicines Board	Good clinical practice	IRE	Irish medicines investigate new contrast agent for use in clinical trials during the ethics review process	Ensures patient safety	Department of Radiology, Beaumont Hospital,	Beaumont Road d9	Dublin	mlee@rcsi.ie	
Ethical review	Support Services	AT	The application of study protocols to the local ethic committee is a prerequisite for pro- and retrospective research activities. The study protocol contains all aspects of methods planned to use for the study, even a detailed description of statistical analysis. This might be a barrier for some investigators. Therefore, an internal Research Board of the department reviews not only the technical details of data acquisition and patient inclusion, but also the fidelity of data post-processing.	assures (1) that researchers get help for the editing of applications and (2) that the used methods are suited for a planned study	Department of Radiology 1, Innsbruck Medical University	Anichstrasse 35	6020 Innsbruck,		
Research Committee	Policy	AT	The internal Research Board of a department must not be confounded with the local ethic committee. Firstly, the internal Research Board helps the investigators by giving advices for editing applications and reviewing study designs. However, the internal Research Board is also challenged to prove the fidelity of data post-processing and evaluation.	warrants a correct post-processing and evaluation of data	Department of Radiology 1, Innsbruck Medical University	Anichstrasse 35	6020 Innsbruck,		
Research Training for Young Investigators	Support Services	AT	The internal Research Board is requested to give helpful advices concerning study design, data collection and evaluation including statistical analysis and manuscript preparation. Thus, young academics get used to principles of good practice at the begin of their careers.	Young academics will be early introduced to principles of good scientific practice	Department of Radiology 1, Innsbruck Medical University	Anichstrasse 35	6020 Innsbruck,		
Data Review	Quality Control	AT	The quality of data sampling, post-processing and evaluation must be proved by the internal Research Board.	warrants a correct presentation of study results	Department of Radiology 1, Innsbruck Medical University	Anichstrasse 35	6020 Innsbruck,		
Internal Research Board	Policy and Quality Control	AT	An internal Research Board should comprise the most active researcher of a department, who are experienced in conducting clinical and experimental studies, data processing and statistical evaluation. Each member is requested to respect the current standard of scientific practice and to act in a fair manner.	assures an adequate performance of the internal Research Board	Department of Radiology 1, Innsbruck Medical University	Anichstrasse 35	6020 Innsbruck,		

Internal Research Board	Support Services	AT	Young researchers are often very busy with their residency program and need help for designing studies, for sampling and evaluating data as well as for editing manuscripts and applications. Therefore, member of the internal Research Board should act as a mentor for a group of assigned young academics. The young academics will be advised in periodical meetings.	boosts the scientific education of young academics	Department of Radiology 1, Innsbruck Medical University	Anichstrasse 35	6020 Innsbruck,		
Personal Data	Policy	DK	Projects including personal data on patients must be carried out in correspondance with the Danish law on personal data. From this law, the department must not collect and/or handle personal information carelessly.	Provides patients with an assurance of correct handling of sensitive data	Department of Radiology Copenhagen University Hospital Herlev	Herlev Ringvej 75	2730 Herlev	cecska01@heh.regionh.dk	
Research Protocols	Administration	DK	All project participants must have access to and be able to understand the original research results including their work up and interpretation. Data must be available on a long term, so that they can be reevaluated or used for further research	Assurance of all participants gaining access to information about a project	Department of Radiology Copenhagen University Hospital Herlev	Herlev Ringvej 76	2730 Herlev	cecska01@heh.regionh.dk	