ORI Registration and Startup

Here is your ORI startup checklist. Please complete all these items prior to scheduling the first patient for research imaging. Please email ori@iu.edu if you have any questions.

	If you have not already, please register the study with ORI via the online portal-JANUS: https://apps.indyrad.iu.edu/iibis/janus/ *In this submission, please include the main protocol and imaging manuals.
	Review, sign, and send radiation safety application documents, *if applicable* (completed and provided by ORI) to radsafe@iu.edu *ORI will also provide general risk wording that should be included in the informed consent documents. If the sponsor/IRB request a change in wording, this will need to be reviewed and approved by the Radiation Safety Office.
	Please forward all imaging questionnaires to ORI for completion. ORI will assist with scanner qualification, tech training, and transfer all study images to the central lab, *if applicable.*
	All research imaging exams should be scheduled with ORI. Scheduling specifics will be provided during the study start-up meeting.
	Startup Meeting prior to scheduling first patient. Start-up meeting is required for studies with nonstandard imaging protocols. Startup meetings are encouraged for all studies to ensure a smooth and successful study.
	Provide IRB Approval Letter and IU Account Number to ORI.
	Please send all protocol amendments to ORI throughout the life of the study.