



Michigan Radiation Oncology Quality Consortium

MROQC Executive Committee: Roles & Expectations

The Executive Committee (EC) is the governing body of the MROQC CQI, with authority for all policy and reporting decisions. EC Members voluntarily provide input, critical feedback and decision making to the Coordinating Center Leadership team on all aspects of short and long term issues that are presented to the Consortium.

The MROQC EC is comprised of 12 members:

- Six members will be represented by the MROQC Coordinating Center Leadership Team:
 - Project Director
 - Co-Director
 - Lead Physicist
 - Program Manager
 - Statisticians
- Three members will be represented by consortium clinical champions
- One member will be represented by a consortium site physics lead
- One member will be represented by a consortium site administrator
- One member will be represented by a consortium site clinical data abstractor (CDA)

The consortium clinical champions and physics lead members rotate on three-year terms. The consortium site administrator and CDA will rotate on two-year terms. The MROQC EC will attempt to maintain a non-coordinating center membership of half from academic₁ sites and half from non-academic sites.

Roles & Expectations:

- The EC monitors CQI needs and activities between tri-annual collaborative-wide meetings and assists in determining the agendas for tri-annual meetings.
- EC Members are expected to highlight their work and their center by presenting at the tri-annual collaborative-wide meetings as needed.
- Participation in the MROQC Working Groups is strongly encouraged
- The EC will review and approve all data requests and/or publications involving MROQC data
- Members of the EC may also submit concepts and be involved with the development of publications.
- In addition to the CQI meeting requirements, the EC members will participate on a monthly conference call (the fourth Friday of every month)-and more as needed. An attendance rate of 75% is expected for the monthly calls.
- Email work is anticipated and timely response is expected (approval, disapproval, feedback, etc.).

₁ an academic site is defined as a site with an accredited Radiation Oncology resident training program
v.02.18.2020