

## Alfred Radiology and Nuclear Medicine Services for Clinical Trials Guideline

The Radiology and Nuclear Medicine Departments provide imaging and procedure services for research to Alfred Health, the Alfred Research Alliance community and external research institutions. Services include:

**Radiology** - General x-ray, Computed Tomography (CT), Magnetic Resonance Imaging (MRI), Spec MRI (SMR), Fluoroscopy, Ultrasound, Bone Densitometry (DEXA), Mammography, Angiography, Biopsy, Interventional Radiology procedures, Image guided injections.

**Nuclear Medicine** - Positron Emission Tomography (PET), Gated Cardiac Blood Pool, Bone, Lung (V/Q), and Myocardial Perfusion Scans

### Site Capability Survey Questionnaires

For commercial studies, Sponsors require Site Capability Survey Questionnaires to be completed. Alfred Radiology and Nuclear Medicine has a comprehensive [Site Capability and Equipment Document](#) that can be provided to Sponsors in place of the Questionnaires. (*Click to download*)

### Please complete the Radiology and Nuclear Medicine Service Online Resource Form

The link for the online form is <http://i.mp/3bLlgCF>

The link can also be found on the Alfred Ethics Committee Website under *Use of Hospital Resources*

**USER GUIDE AVAILABLE ON PAGE 4**

Before you begin you will need the following essential items:

- Alfred HREC number (Call the Alfred HREC to assign a HREC number to your study x 63619)
- PI e-signature,
- Study protocol,
- Imaging protocol.

***A copy of your imaging protocol is essential.***

For commercially sponsored trials the imaging protocol is a separate document to the study protocol. In the document the Sponsor specifies how they want the imaging to be done across all sites participating in the study to ensure uniformity of the imaging data across all sites. If your imaging protocol is different to The Alfred standard imaging protocol it will be incorporated into the suite of protocols programmed into the appropriate imaging scanner.

**The Radiology and Nuclear Medicine Department will determine if your imaging requirements are standard or above/different to standard of care based on the imaging protocol.**

The information required includes the imaging modality (eg CT or MRI), how many subjects are expected, the frequency of visits, duration of the study and any other study specific requirements.

After you 'submit' the online form, you can download it and send it to the Alfred HREC with your study registration files.

The completed form with the costings and service manager signature will be sent to you via email for submission to the Ethics Committee.

## Prior to the commencement of your study

**You will receive** a customized e-order **Request Form Template (eRFT)** for your study.

It is essential to use the eRFT for every trial imaging request as it will contain the technical, patient study ID, additional services and billing information for your trial.

**If it is not used, your patient will be scanned incorrectly or not be scanned.**

All requests must be ordered on CERNER. Instructions will be provided with your eRFT.

If you are ordering from outside The Alfred, you will be provided with a **Request Form Template** that you can email or fax to our Bookings Office.

**Arrange a meeting** to discuss your imaging protocol, scheduling requirements and QA/phantom scans with:

**Radiology:** The supervising radiographer for the modality required (see your eRFT)

**Nuclear Medicine:** Dr Martin Cherk /Mian Ti

### **Scheduling Scans**

Every effort will be made to provide you with reliable scheduling (within follow-up windows) for research imaging and procedures. Designated days are set aside for research appointments. You can discuss streamlining your scheduling requirements during your meeting. You will be contacted if any changes to your scheduling need to be made.

## Copies of Anonymised Images and Reports

Imaging at The Alfred is digital. Copies of anonymised images can be obtained from our digital platform, XNAT. You will be provided with a login to XNAT and your trial images can be downloaded from XNAT on to your own computer.

[USER GUIDE AVAILABLE ON PAGE 13](#)

## Standard of Care Scans

Scans that are not additional to standard of care can be bulk billed. Any extra requirements (see Fee Schedule below) will be billed to the requesting department.

### **Above Standard of Care**

All scans that are above standard of care will be billed to the requesting department. The imaging fees will be based on the Medicare Benefits schedule and fees will apply for extra requirements (see Fee Schedule below)

### **MRI scans**

Please note that the government sets strict limits on the frequency and the type and of MRI scans that can be performed. There is also a limit on the number of licensed scanners (Medicare Scanners) for each hospital.

Standard of care MRI scans can only be performed on the licensed outpatient scanner, which has a **3-month waiting list**. The Radiology Department will aim to prioritise trial scans, however adherence to trial-specific timeframes cannot be guaranteed.

The ED scanner has a much shorter waiting list. However, the ED scanner is not licensed, therefore all scans performed on the ED scanner cannot be bulk billed and will be billed to the requesting department.

If **urgent MRI scans** are required, such as for baseline/screening, the participant can be booked on the ED scanner to avoid impacting recruitment.

## Fee Schedule

### Trial set-up and administration fees

**Radiology:** \$200 for internal & funding agencies \$450 for commercially sponsored trials  
**Nuclear Medicine:** \$200 for internal & funding agencies \$450 for commercially sponsored trials  
**XNAT (XSYNC) image transfer set up fee:** \$400

Service	Fee
Training of technical staff for commercial trials	\$70 per hour
Anonymised images	\$25 per scan
Image transfer to Sponsor by radiology staff	\$60 per scan
XNAT image transfer fee	\$60 per scan
XNAT image Storage > 3 months	\$5:00 per scan per year
Q/A phantom scans	Equivalent to cost of the trial imaging scan
Specialised reporting (eg RECIST, RANO)	\$150 per scan
3D image reconstruction	\$60 per hour
Advanced image analysis	\$60 per hour
Development of an imaging protocol	\$500

### Imaging Fees:

The imaging fee is based on the Medicare Benefit Schedule, any additions to the standard imaging protocol plus a 35% on cost. External study accounts incur a 10% GST charge.

Alfred Health trial set up and imaging fees will only be charged to an Alfred Health Cost Centre. Invoices will not be sent directly to study sponsors.

For Alfred trials, your Alfred Health Cost Centre number is required. The ICAN (Internal Charge Advice Note) is incorporated into the sign-off of the online Radiology and Nuclear Medicine Services Form.

For external institutions you will have completed an ECAN (External Charge Advice Note) and invoice/s will be forwarded to you.

### **Procedure Costs**

To assist with preparing a study budget, the table below contains the cost for commonly requested procedures. Complete costings for trials will be given in the Resource Form (see Quick Reference Guide, pg. 6).

PROCEDURE	COST (AUD)
CT	
Brain - contrast	263.32
Brain + contrast	337.50
Neck	310.50
Brain-Neck	573.82
Chest	357.75
Hi-Res Chest - contrast	368.25
Hi-Res Chest + contrast	540.00

Abdo - contrast	337.50
Abdo + contrast	486.50
Chest/Abdo/Pelvis (cap) - contrast	629.84
Chest/Abdo/Pelvis (cap) + contrast	756.00
CAP Quad Phase Liver	756.00
<b>MRI</b>	
Contrast	60.48
Hepatobiliary-specific contrast	337.50
Brain	544.32
Tumour	
Stroke	
Inflammation	
Epilepsy	
Head trauma	544.32
Demyelinating disease	
CNS	494.15
Brain	544.32
Neck	514.08
Chest	604.80
Abdo	
Colorectal or liver	742.50
Biliary or pancreatic	544.32
Chest, Abdo, Neck (Extra)	607.50 ea. 742.50 ea.
<b>ULTRASOUND</b>	
Abdo	150.26
Renal biopsy	259.81
Liver biopsy	158.29
<b>PET/CT</b>	
Extramedullary disease assessment	1200.00
<b>XRAY</b>	
Chest	63.65
<b>DEXA</b>	
Bone densitometry	140.47
<b>MAMMO</b>	
Single / Bilateral	72.86 / 120.82

# Radiology & Nuclear Medicine Services

## Online Request Form



## USER GUIDE

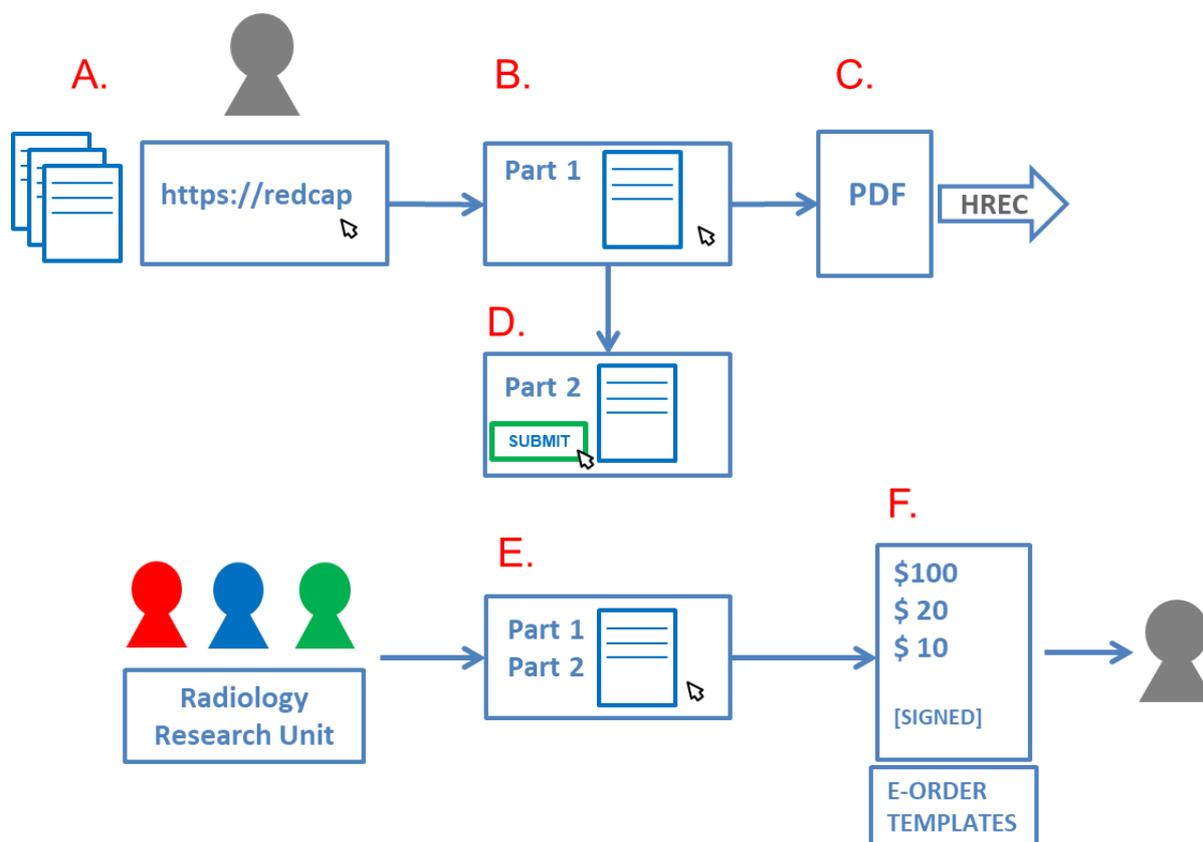
**Technical Support:**

Adil Zia

x62126

[a.zia@alfred.org.au](mailto:a.zia@alfred.org.au)

## QUICK REFERENCE GUIDE



- A. Trial Coordinator collects documents (Study Protocol, Imaging Guidelines, Procedure Manual, Medical Physicist Report)
- B. Trial Coordinator completes **Part 1** of the Online Resource Form.
- C. Follow prompts to download PDF version of **Part 1**. This document can be used for Alfred HREC Registration.
- D. Complete **Part 2** of the Online Resource Form. This is where you enter the imaging requirements and schedule for the trial. Submit **Part 1** and **Part 2**.
- E. The Radiology Research Unit, Modality Supervisors and Radiologists will access **Part 1**, **Part 2** and the uploaded documents and provide costing information.
- F. A Monash Partners PDF will be generated, which contains all trial information uploaded by the Trial Coordinator and costing information provided by the Radiology Department. The PDF will be emailed to the Trial Coordinator

# FULL GUIDE

**PLEASE OBTAIN ALL STUDY- OR SPONSOR-SPECIFIC IMAGING OR PROCEDURAL GUIDELINES PRIOR TO COMPLETING THE FORM. IF THESE DOCUMENTS ARE NOT UPLOADED THEN STANDARD ALFRED PROTOCOLS WILL BE USED.**

## Radiology Service Request Form (Part 1)

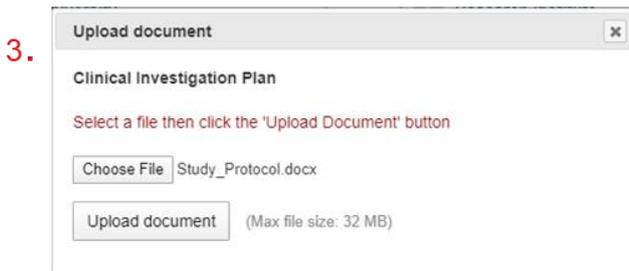
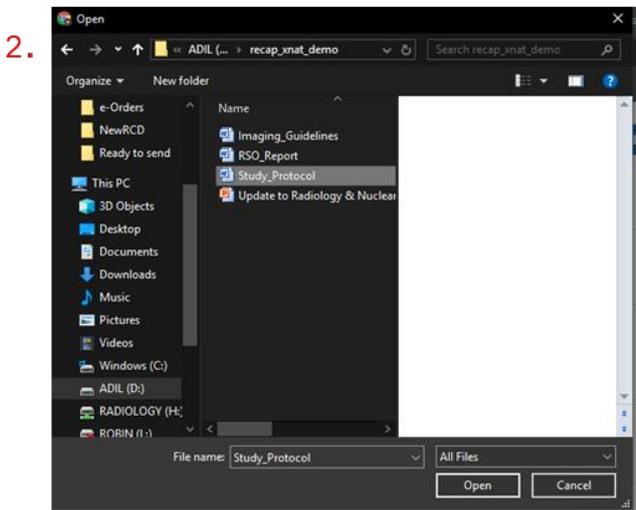
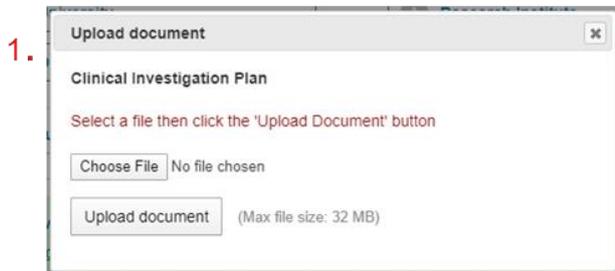
Part 1 of the Online Resource form captures trial details, study staff contact details, invoicing information, and service requirements. See **GLOSSARY** for more information on each of the fields in Part 1.

### Uploading Documents

To upload documents:

Click on the Upload document link

Select Choose File (1) and locate the file on your computer (2). Then click Document Upload (3).

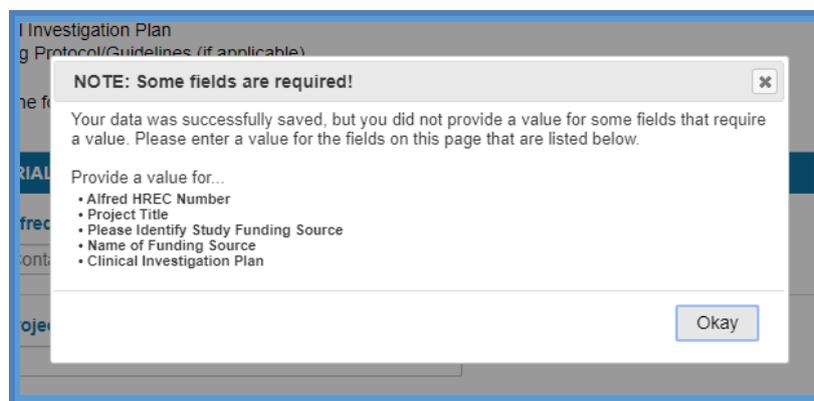


## Submitting Part 1

The following fields are required:

- Alfred HREC Number
- Project Title
- Funding Source/Name
- Clinical Investigation Plan
- PI Signature

If any of these fields are empty, an error message listing the missing fields will appear when trying to submit. See **Save & Return Later** for instructions on how to save and come back to the form.



Once completed and all required fields have been filled, click **Submit** at the end of the webpage.

**ONCE THE FORM HAS BEEN SUBMITTED YOU CANNOT RETURN TO THE FORM.  
CONTACT RADIOLOGY RESEARCH UNIT FOR ASSISTANCE.**

## Save & Return Later

To save the form and return later, click **Save & Return Later** at the bottom of the webpage. Follow the directions and enter your email address to receive a link that will direct you back to the form. This link will be usable until you **Submit** the form.

**Your survey responses were saved!**

You have chosen to stop the survey for now and return at a later time to complete it. To return to this survey, you will need the survey link to this survey.

**Survey link for returning**  
 You may bookmark this page to return to the survey, OR you can have the survey link emailed to you by providing your email address below. If you do not receive the email soon afterward, please check your Junk Email folder.

Enter email address

\*Your email address will not be stored

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Or if you wish, you may continue with this survey again now.

**Download Part 1 PDF**

Once Part 1 has been submitted, you will be directed to download a PDF copy.

Download the PDF of the Certification of the HOD of Radiology (Part 1) Form via the **Download** button below. The PDF can be sent to Alfred HREC with your other study registration files.

Now complete **Imaging details (Part 2)** via the **Begin survey** button below.

The completed form (Part 1 and 2) with the imaging details, costings and service manager signature will be sent to you via email for submission to the Ethics Committee.

Download your survey response (PDF):

The PDF of Part 1 can be used for Alfred HREC Registration.

**Imaging Details (Part 2)**

Part 2 of the Online Resource form captures imaging schedule, number of patients and standard of care status. See **GLOSSARY** for more information on each of the fields in Part 2.

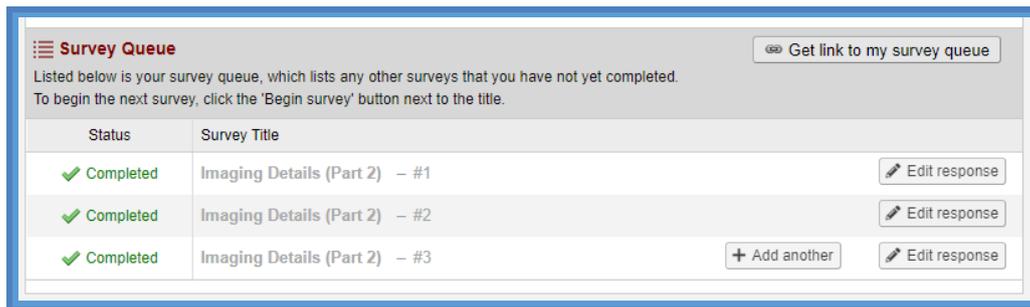
Example:

Modality	X-ray	MR	CT
Body Region	Chest	Brain c-	CAP c -/+
Number of Patients	10	10	10
Imaging Sched./Freq.	Screening	Week 4, 16	8 weekly for 1 year
Standard Clinical Time points	1	Week 16	All

Click **Add another** to generate another set of fields. Each time **Add another** is clicked, the previous scan details will be saved.

For scans that are “CT (or MRI if contraindicated)”, enter as two separate scans.

Click **Submit** once all scans have been entered. All scan entries will be listed as Imaging Details (Part 2) #1, #2, #3 etc.



Click on **Edit response** to edit any of the scans, or **Add another** to continue adding scans.

Click **Close Survey** when all scans have been added.

### Completed Resource Form

The Radiology Department will review the submitted form (Part 1 and 2) and documents, and provide costings for each scan. A completed and signed Resource Form will be emailed to the Trial Coordinator along with e-ordering templates and instructions.

### Amendments

Submit any amendments via email to the Radiology Research Unit, who will update and re-issue any documents that need revising. All documents will be emailed to the Trial Coordinator.

## GLOSSARY

### REQUEST FORM (PART 1)

#### CLINICAL TRIAL DETAILS

<b>Alfred HREC Number</b>	Format: XXX/XX (Example: 001/20). Contact Alfred HREC Office to be assigned an HREC Number
<b>Project Title</b>	Full or short project title. No character/word limit
<b>Funding Source</b>	Select all that apply
<b>Name of Funding Source</b>	No character/word limit
<b>Protocol Number</b>	No character/word limit
<b>Expected Start Date</b>	Format: D-M-Y. If Day not specified, select 01-M-Y
<b>Expected Completion Date</b>	Format: D-M-Y. If Day not specified, select 01-M-Y

#### TRIAL COORDINATOR & PRINCIPAL INVESTIGATOR

<b>Name</b>	Full names of Coordinator/PI
<b>Email</b>	Email addresses for Coordinator/PI
<b>Telephone</b>	Alfred extension (Format: x62126)

#### CONTACT FOR INVOICES

<b>Name</b>	Full name of contact for invoices
<b>Email</b>	E-mail address for invoices to be sent
<b>Alfred Cost Centre?</b>	Will invoices be charged to an Alfred Cost Centre
	<b>Yes</b> Enter Alfred Cost Centre (Format: A1234)
	<b>No</b> Enter Company/Institution name
<b>Address</b>	Enter Alfred department or Company/Institution address
<b>Name of Campus involved in the project</b>	Example: The Alfred, Caulfield Hospital, Sandringham Hospital.

## SERVICE REQUIREMENTS

<b>Clinical Indication/Pathology</b>	<p>Brief description on the clinical indication/pathology of the trial cohort.</p> <p>Example: Stroke, Melanoma, HCC, Multiple Myeloma</p>
<b>Service Requirements</b>	<p>Radiology: X-ray, CT, DEXA, MRI, US</p> <p>Nuclear Medicine: PET, PET/CT, Bone scans, Blood pool</p> <p>Select all that apply</p>
<b>Do you have a study specific imaging protocol</b>	<p>If the trial has specific imaging requirements, please select Yes and <u>Upload Document</u>. The Modality Supervisors will determine if the requirements are standard or non-standard.</p> <p>By selecting No, standard Alfred imaging protocols</p>
<b>Study specific procedural protocol</b>	<p>If the trial requires any procedures (e.g. imaging guided biopsy), please <u>Upload Document</u>.</p>
<b>Will you require anonymized image download?</b>	<p>See <i>XNAT User Guide</i> and <i>XNAT Fee Structure</i> for information on creating an XNAT account, requesting and downloading images.</p>
<b>Do you require more than a standard patient report</b>	<p>Additional reporting includes RECIST, RANO, Lugano, Spleen volume. Please provide the name of the report and which images/time points require the additional reporting.</p>
<b>Do you require reporting by a specific consultant?</b>	<p><b>Yes</b> Please provide the name of consultant.</p>
<b>Do you have any time critical images that need to be to the sponsor?</b>	<p>E.g. Baseline images for recruitment.</p> <p>The Trial Coordinator has to take responsibility for sending time critical scans to the sponsor.</p> <p>Radiology may provide assistance. Please see the <i>Fee Schedule</i> in the guideline.</p>
<b>Do any study specific forms need to be completed by Radiology/Nuclear Medicine?</b>	<p>Please <u>Upload</u> any documents or forms that need to be completed by Radiology staff.</p> <p>Or email documents to <a href="mailto:a.zia@alfred.org.au">a.zia@alfred.org.au</a></p>

**Does the sponsor require training of Radiology technical staff?** Please see *Fee Schedule* for radiographer time required.

**Will you require any other measurements?** Yes/No

**Will you require QC imaging data to be sent to the sponsor?** Yes/No

**Will you require an Accreditation Certificate?**

**Yes** Please download "NATA DIAS Cert- ALF Rad-NucMed 2018.pdf"

**Will you require a signed copy of the Head of Department CV**

**Yes** Please download "CV LAW 2018 signedDated.pdf"

## IMAGING DETAILS (PART 2)

**Modality** Select only one

**Body Region** Area of body that requires scanning.

Example: CAP, Chest-Abdo-Pel, Brain, Brain-Neck

Include if contrast is needed

Example: CAP +/- contrast

**Number of patients** Expected number of patients

**Imaging Schedule/Frequency** Imaging schedule for scans Use either time point (e.g. Baseline, Week 4, Week 8) or frequency (e.g. 4 weekly, 6 weekly)

**Standard Clinical Time points** Enter how many/which scans are standard of care for this indication and patient group

**Additional Notes** Include any additional notes you deem relevant for this scan.

Radiology & Nuclear Medicine Services

## **Anonymised Image Download**



## **USER GUIDE**

**Technical Support:**

Robin Lee

63606

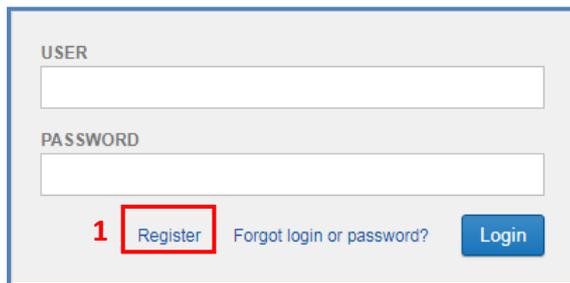
[ro.lee@alfred.org.au](mailto:ro.lee@alfred.org.au)

The primary function of XNAT is to de-identify DICOM files (Digital Imaging and Communication in Medicine) such as Computed Tomography and Magnetic Resonance images, from the Alfred Hospital Radiology PACS system or directly from the medical imaging system. XNAT operates within the Alfred Health network and firewall.

## NEW USER REGISTRATION

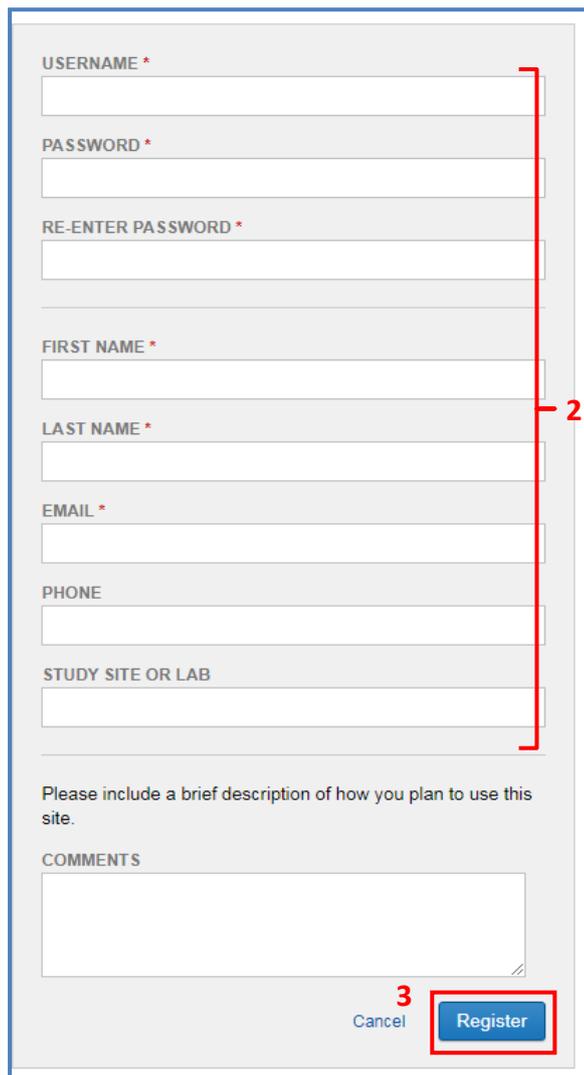
Account Registration Link:

<http://ahmldicom01.baysidehealth.intra/app/template/Login.vm>



A screenshot of a web form for user registration. It features two input fields: 'USER' and 'PASSWORD'. Below the 'PASSWORD' field, there is a 'Register' button highlighted with a red box and a red number '1' to its left. To the right of the 'Register' button is a link that says 'Forgot login or password?'. Further right is a blue 'Login' button.

1. Click Register.
2. Complete personal details. Use Alfred username (John Smith: smithj) and email (j.smith@alfred.org.au).  
"Study Site or Lab" = Department
3. Click Register.



A screenshot of a detailed registration form. It contains several input fields: 'USERNAME \*', 'PASSWORD \*', 'RE-ENTER PASSWORD \*', 'FIRST NAME \*', 'LAST NAME \*', 'EMAIL \*', 'PHONE', and 'STUDY SITE OR LAB'. A red bracket on the right side of the form spans from the 'PASSWORD \*' field down to the 'STUDY SITE OR LAB' field, with a red number '2' at the end of the bracket. Below these fields is a text area for 'COMMENTS' with the instruction 'Please include a brief description of how you plan to use this site.' At the bottom right, there is a 'Cancel' button and a 'Register' button highlighted with a red box and a red number '3' above it.

Once the user has been authorised, a confirmation email will be sent to the email address provided.

Trials will be linked to the user upon request.

## REQUESTING IMAGES

Use the XNAT Order Template to request images. The file can be found on [The Alfred Ethics & Governance Website](#).

	A	B	C	D	E	F	G
1	UR	PATIENT_NAME	DOB	SCAN	SCAN_DATE	VISIT	XNAT_ID
2	1234567	SMITH, JOHN	05/04/1983	CT CAP	04/11/2019	Screening	OFFICE USE ONLY
3	4567890	DOE, JANE	21/09/1965	MRI Brain	16/11/2019	Week 4	
4							
5							
6							

Email the table to Robin Lee ([ro.lee@alfred.org.au](mailto:ro.lee@alfred.org.au))

**Subject:** <HREC No> Image Request

XNAT’s anonymization function removes all patient identifiers and assigns an **XNAT ID**. The XNAT ID is a string of random characters unique to that patient. Due to the robustness of the anonymization algorithm, the XNAT ID cannot be edited – for example, to match the Study ID.

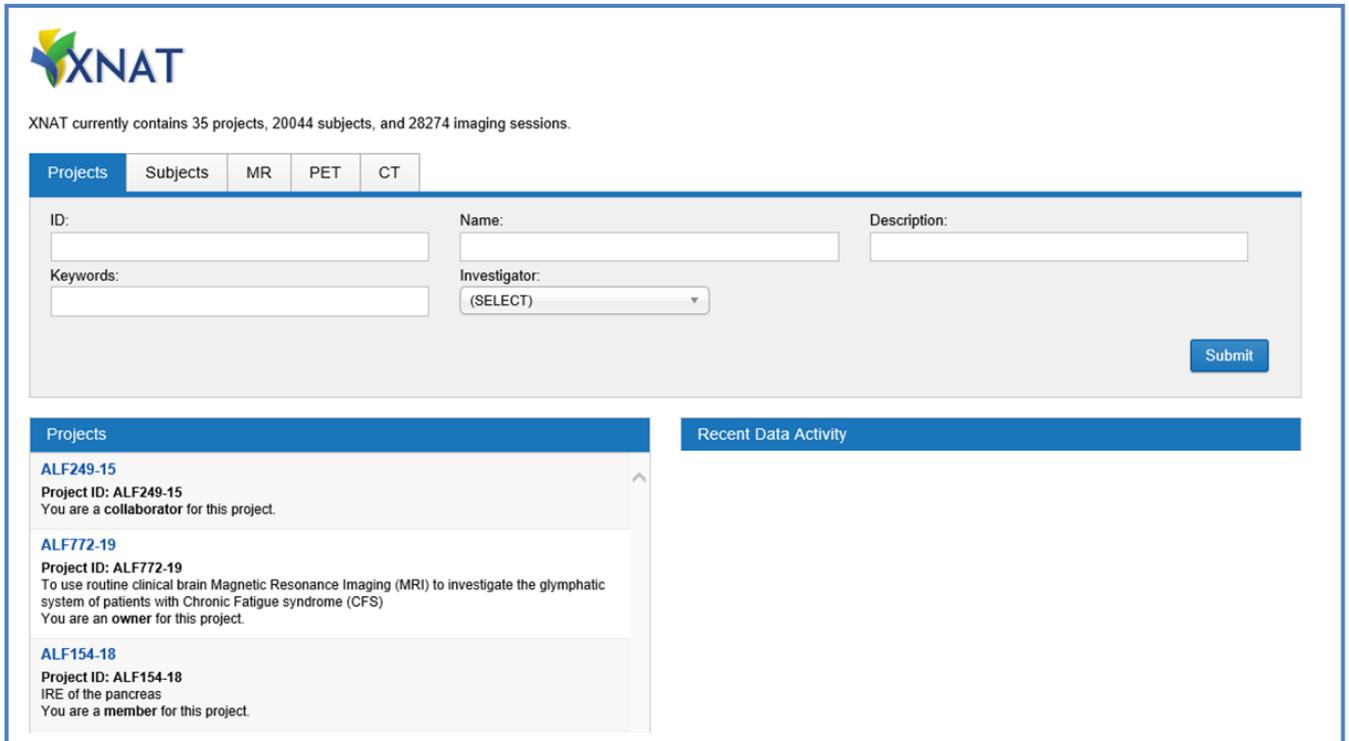
When requesting images using the XNAT Order Template, the Radiology Research Unit will enter the XNAT ID for each patient on the same spreadsheet and return it to the Trial Coordinator. This also notifies the Trial Coordinator that the requested images are ready for download.

	D	E	F	G
	SCAN	SCAN_DATE	VISIT	XNAT_ID
983	CT CAP	04/11/2019	Screening	719ca134c55398c5d5cc32e3e51ace19e48e2528
965	MRI Brain	16/11/2019	Week 4	7393fc7371529984bd6bf623ad0df98b02cf9d0b

## DOWNLOADING IMAGES

### 1. Logon to XNAT

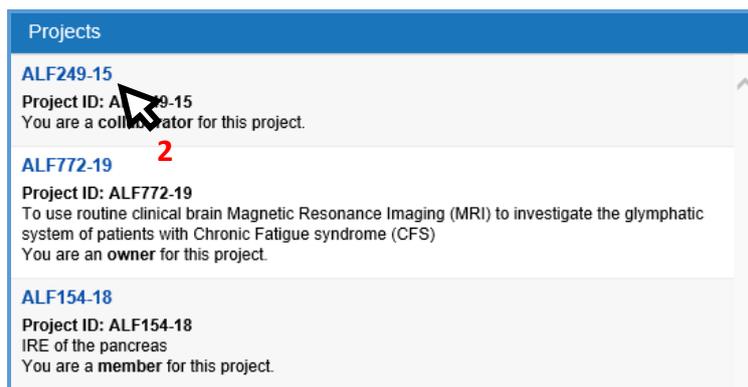
Trials are listed in the **Projects** tab. Trials are titled **ALF<HREC No>** e.g. Trial 001/20 = ALF001-20.



The screenshot shows the XNAT web interface. At the top left is the XNAT logo. Below it, a status bar indicates: "XNAT currently contains 35 projects, 20044 subjects, and 28274 imaging sessions." A navigation bar contains tabs for "Projects", "Subjects", "MR", "PET", and "CT". Below the navigation bar is a search form with fields for "ID:", "Name:", "Description:", "Keywords:", and "Investigator:" (with a "(SELECT)" dropdown). A "Submit" button is located on the right side of the search form. Below the search form, there are two main sections: "Projects" and "Recent Data Activity". The "Projects" section is active and displays a list of three projects:

- ALF249-15**  
Project ID: ALF249-15  
You are a **collaborator** for this project.
- ALF772-19**  
Project ID: ALF772-19  
To use routine clinical brain Magnetic Resonance Imaging (MRI) to investigate the glymphatic system of patients with Chronic Fatigue syndrome (CFS)  
You are an **owner** for this project.
- ALF154-18**  
Project ID: ALF154-18  
IRE of the pancreas  
You are a **member** for this project.

### 2. Select the Trial you require images from by clicking the **Project**.



This is a close-up view of the "Projects" section from the previous screenshot. A mouse cursor is pointing at the project entry for **ALF249-15**. A red number "2" is placed next to the project title. The project details are:

- ALF249-15**  
Project ID: ALF249-15  
You are a **collaborator** for this project.

All patients in the trial will be listed under the **Subjects** tab by their **XNAT ID** (e.g. 719ca1...) Refer to the XNAT Order Template to link the XNAT ID with the patient details.

3. Select the patient you require images from by clicking their **XNAT ID**.

ALF249-15

**Details**

ID: ALF249-15  
Keywords: Radiology resource

**Actions**

- Add to Favorites
- Download XML
- Download Images
- Manage Files

**Subjects**

Add Tab << < prev 1 next > last >> 200 1 of 1 Pgs (2 Rows) Reload Options

Subject	M/F	Hand	YOB	MR Sessions	CT Sessions	Inserted
<a href="#">719ca134c55398c5d5cc32e3e51ace19e48e2528</a>	U				1	2020-02-13 11:25:21.063
<a href="#">7393fc7371529984bd6bf623ad0df98b02cf9d0b</a>	U			1		2020-02-13 11:29:19.125

All scans that have been uploaded for this patient will be listed under **Experiments in <Project>**. The **Date** listed refers to the Scan Date (YYYY-MM-DD).

Subject Details: 719ca134c55398c5d5cc32e3e51ace19e48e2528

**Details** Projects

Accession # XNAT63\_S00002  
Date Added 2020-02-13 11:25:21.063 (admin)  
Birth year --  
Gender  
Handedness

**Actions**

- View XML
- Download XML
- Email
- Manage Files
- View Subject
- Add Sample

**Experiments in ALF249-15** [View All Available Data For This Subject](#)

Date	Experiment	Project	Label
2019-11-29	<a href="#">CT Session</a>	Alfred	ACCef9fcb9bb8c6e06f89a5425bc22c5bd0c9d7c0d5

4. Select the scan you require:  
CT scans will be displayed as CT Session;  
MRI scans will be displayed as MR Session.

- Under the **Actions** tab, click **Download**.
- Click **Download Images**

CT Session: ACCef9fcb9bb8c6e06f89a5425bc22c5bd0c9d7c0d5

Active Processes  
AutoRun: Queued Start Time: 2020-02-13 11:25:24.605

Details	Projects	Synchronization
Accession #:	XNAT63_E00003	Subject: 719ca134c55398c5d5cc32e3e51ace19e48e2528
Date Added:	02/13/2020 11:25:21 (admin)	Gender:
Date:	11/29/2019	Handedness:
Time:	12:03:08	Age: --
Scanner Name:	acct	
Scanner Type:	GE MEDICAL SYSTEMS Revolution CT	
Acquisition Site:	The Alfred Centre	

**Scans**

Bulk Actions: Download

Scan	Type	Series Desc	Usa
<input type="checkbox"/> 1	unknown	Scout	usa
<input type="checkbox"/> 201	Smart Prep Series	Smart Prep Series	usa
<input type="checkbox"/> 302	C- Renal Angio 5mm	C- Renal Angio 5mm	usa
<input type="checkbox"/> 303	CTA Renal Angio Axial	CTA Renal Angio Axial	usa
<input type="checkbox"/> 304	CTA Renal Angio Coronal	CTA Renal Angio Coronal	usa
<input type="checkbox"/> 305	CTA Renal Angio Sagittal	CTA Renal Angio Sagittal	usable

Total: 461.9 MB in 915 files

- Select **Option 2** and all THREE CHECKBOXES

**1: Select Sessions**

Sessions

All Filter

ALF\_testburn\_Week48 (MR)

**2: Select Image Data**

Scan Formats

All Filter

DICOM

Scan Types

All Filter

- Mag\_Images (1)
- Pha\_Images (1)
- SWI\_Images (1)
- c+\_t1\_mprage\_sag\_p2\_iso... (1)
- c+\_t1\_mprage\_sag\_p2\_iso... (1)
- c+\_t1\_mprage\_sag\_p2\_iso... (1)
- mIP\_Images(SW) (1)
- resolve\_3scan\_trace\_tra\_16... (1)
- resolve\_3scan\_trace\_tra\_16... (1)
- resolve\_3scan\_trace\_tra\_16... (1)
- t1\_mprage\_sag\_p2\_iso (1)
- t1\_mprage\_sag\_p2\_iso\_MP... (1)
- t2\_fs\_fair\_tra (1)
- t2\_tse\_tra (1)

**3: Download Data**

Options

Option 1: Download via Desktop Client  
An XML download manifest will be sent to the XNAT Desktop Client, which works behind the scenes to download your files.

Option 2: ZIP download  
Your selected session data will be downloaded as a single compressed zip file.

Option 3: Catalog XML  
Download an xml representation of the files. This xml can then be used by specific applications to download the data at the user's command.

Include project in file paths

Include subject in file paths

Simplify downloaded archive structure

**Submit Data Request**

Upon page submission, the pertinent files will be reviewed and organized for download. Depending on the number of files, this may take several minutes to process.

**8**

- Click **Submit** and **Download ZIP**. In the ZIP folder, the file path is *Trial > Subject > Scan > Scan Series*.
- Repeat Steps 3 – 8 for all scans required.