

PI Name \_\_\_\_\_

IRB # \_\_\_\_\_

Staff contact name \_\_\_\_\_

Welcome to the Zuckerman MR Platform! Before you can schedule a scan, the following steps must be completed:

You have completed the [ZI MRI study initiation form](#) and sent it to the MR Administrator.

At least one lab member has completed Level II MR safety training. Request training [here](#).

The Level II- trained researcher/ staff member has a UNI, a Columbia ID, and swipe access to JLGSC. (Access is granted after safety training).

The PI has [registered as a user in iLab](#) (scheduling calendar and billing software).

The Level II- trained staff member has [registered as a lab member in iLab](#) and been approved by the PI.

- Your project has received IRB/ IACUC approval. You have sent the IRB/ IACUC Protocol Summary Form or Data Sheet to Director of MR Research Administration Kathleen Durkin (kd2649@columbia.edu).

The PI/ researcher/ staff member has sent the pulse sequence to MR Physicist Amaresha Konar Shridhar (ak5174@columbia.edu).

- Billing information has been established. The PI has determined which grant will pay for scan time, and that grant's chart string has been entered into iLab.