



SliceVault User Guide for Quality Control Managers

Role-specific handbook generated from the SliceVault support site.

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Links that point outside this handbook are preserved as live links to the support site.

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PREFACE

www.support.slicevault.com/support/preface

Preface

Intended Use

SliceVault is intended to be used by trained professionals to facilitate the management of imaging data in clinical trials. It is designed to:

- Transfer, store, manage, and share medical imaging data securely.
- Be used in clinical trials where the sponsor or responsible party ensures compliance with applicable laws, regulations, ICH guidelines for Good Clinical Practice, the Declaration of Helsinki, and study protocols.
- Support trials that have received the necessary approvals from regulatory authorities, ethics committees, or other relevant bodies.


Disclaimer

SliceVault is a cloud-based service (the “platform” or “SliceVault”) designed to transfer, store, manage, and share medical imaging data in clinical trials. Please note:

- No part of the platform is categorized as a medical device by the FDA or EMA.
- SliceVault includes automated systems for de-identification of medical imaging data. However, the responsibility for ensuring proper de-identification remains with the user importing data.
- SliceVault does not guarantee the accuracy or completeness of data processed through its services.

Symbols and Definitions

Below are the symbols used in this manual:

Symbol	Occurrence	Meaning
	In the user manual	Warning/Caution, always clarified with details.

Software Errors and Warnings

Occasionally, unforeseen software errors or warnings may appear in your browser while using SliceVault. To help improve future versions, please report any errors by visiting our [Support Page](#) (online), where you'll find guidance on who to contact based on your role.

Your feedback is essential in ensuring the quality and reliability of our platform.

OVERVIEW

www.support.slicevault.com/qc

Getting Started as a Quality Control Manager

Use this guide when you are responsible for reviewing submitted visits, managing quality control questions, and moving visits forward or back in the workflow.

Access to data and functionality depends on your role and the configured [workflow](#) (online) for the study. Some studies use one QC step, while others use two sequential QC steps.

What You'll Do in SliceVault

Once logged in, you will assess data submitted by sites and work mainly from the repository, Visit Dashboard, and viewer.

Perform Quality Checks

Open the visit from the repository, review the uploaded data, complete the QC form if the study requires one, and manage any queries that must be resolved before approval. When the visit is ready, move it forward in the workflow. If it is not ready, send it back to the previous step.

Most Quality Control Managers start with [Study Repository](#), then move to [Visit Dashboard Actions](#) and [Complete QC Check](#).

For shared mechanics such as forms, queries, viewer tools, and exports, see [Shared Workflows and Tools](#) (online).

Common Support Topics

- [Why can't I approve the visit?](#)
- [Edit a Completed QC Form](#)

Add-on Features

You may have access to certain add-on features to support protocol-specific data handling, oversight, or coordination tasks.

Feature	Description
AI QC Assist	Integrates AI-driven tools into the QC workflow to automate the detection of common imaging errors, such as incorrect slice thickness, missing slices, or improper contrast usage.
Image Masking	Tools for manual masking of burned-in annotations, especially when automated de-identification requires reinforcement.

Feature	Description
<i>DICOM Tag Editor</i>	Enables editing of DICOM metadata to ensure image metadata meet study-specific categorization.
<i>Share with Reader</i>	Provides a shortcut that allows a QC1 user to send data directly to a central reading. This feature is typically used in studies with only one QC role, bypassing the standard two-step QC1 → QC2 approval flow.
<i>Adjudication</i>	Enables Quality Control Managers to notify the adjudicator when their input is required and provides access to all reader assessment forms related to the adjudication process.
<i>KPI Dashboard</i>	Displays key performance indicators such as upload compliance, quality control timelines, or site-specific metrics to track study progress.
<i>Eligibility Confirmation</i>	Lets Quality Control Managers confirm whether uploaded images meet eligibility criteria as defined in the protocol.
<i>DICOM Push</i>	Allows pushing DICOM images to external PACS, for workflows requiring data continuity outside SliceVault.
<i>Visit Administration</i>	Provides tools to bypass normal workflow restrictions, for example to change visit status, change visit type or unlock forms.

GETTING STARTED

www.support.slicevault.com/start/account

Get Access to SliceVault

SliceVault is a secure, closed system designed for managing and storing study images. Access to the study repository is by invitation only, ensuring that only authorized users can view and access study data.

If you need access to a study repository on SliceVault, please contact your administrator, clinical research coordinator or clinical research associate to request an invitation. Only authorized personnel can create accounts, and users cannot create accounts themselves.

If you have been invited to join a study repository on SliceVault, you will receive an email with detailed login instructions. Please follow these steps carefully to access the repository.

Next Step

Continue to [Log In and Open Your Repository](#).

GETTING STARTED

www.support.slicevault.com/start/login

Log In and Open Your Repository

Use this page to sign in to SliceVault, complete MFA, and open the correct repository.

1. Open the Login Page

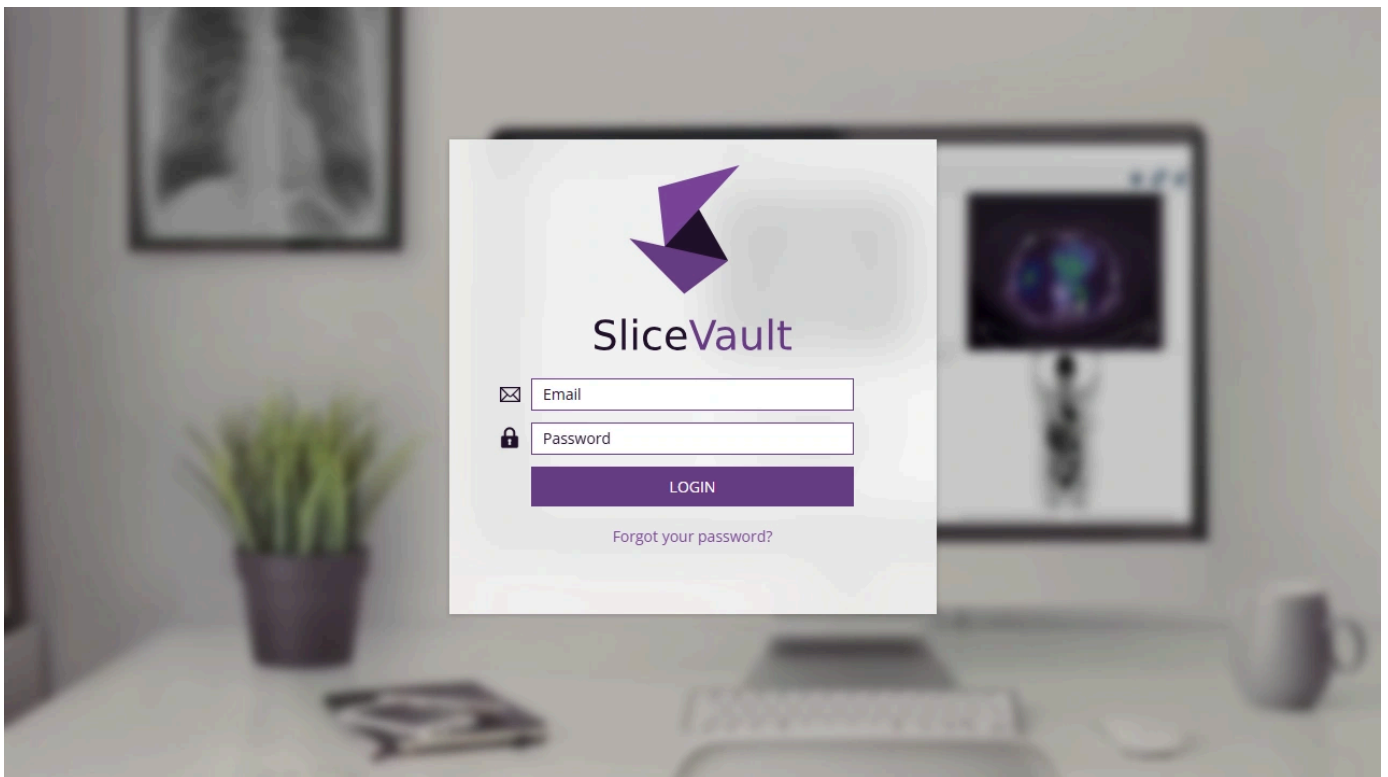
Use a modern browser on a computer. Tablets and mobile devices are not recommended for normal SliceVault work. See [system requirements](#) (online).

Go directly to <https://login.slicevault.com>, or go to slicevault.com and click **Sign in**.

2. Enter Your Email and Password

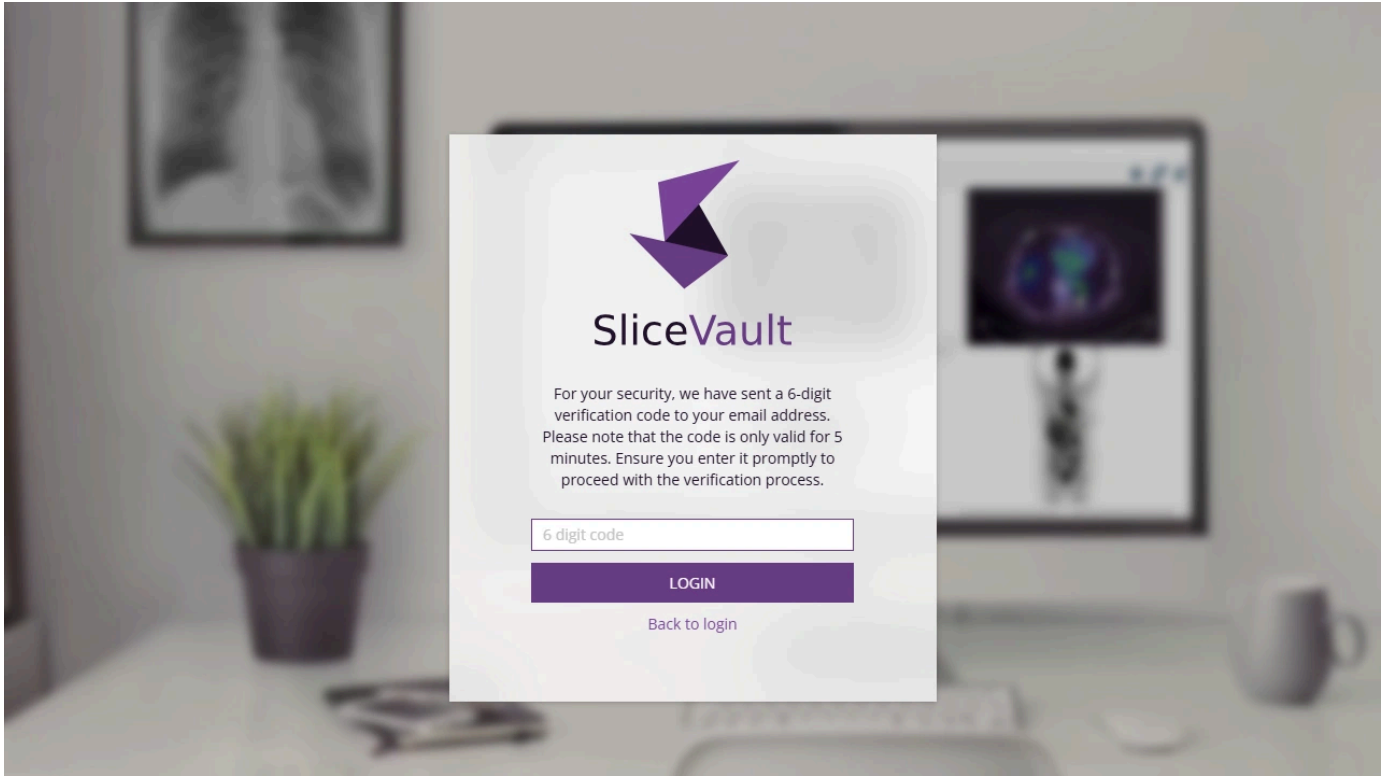
Enter your email address and password, then click **Login**.

If you have forgotten your password, type your email address in the username field, then click **Forgot your password?** on the login page. SliceVault will send an email with instructions for setting a new password.



3. Complete Multi-Factor Authentication

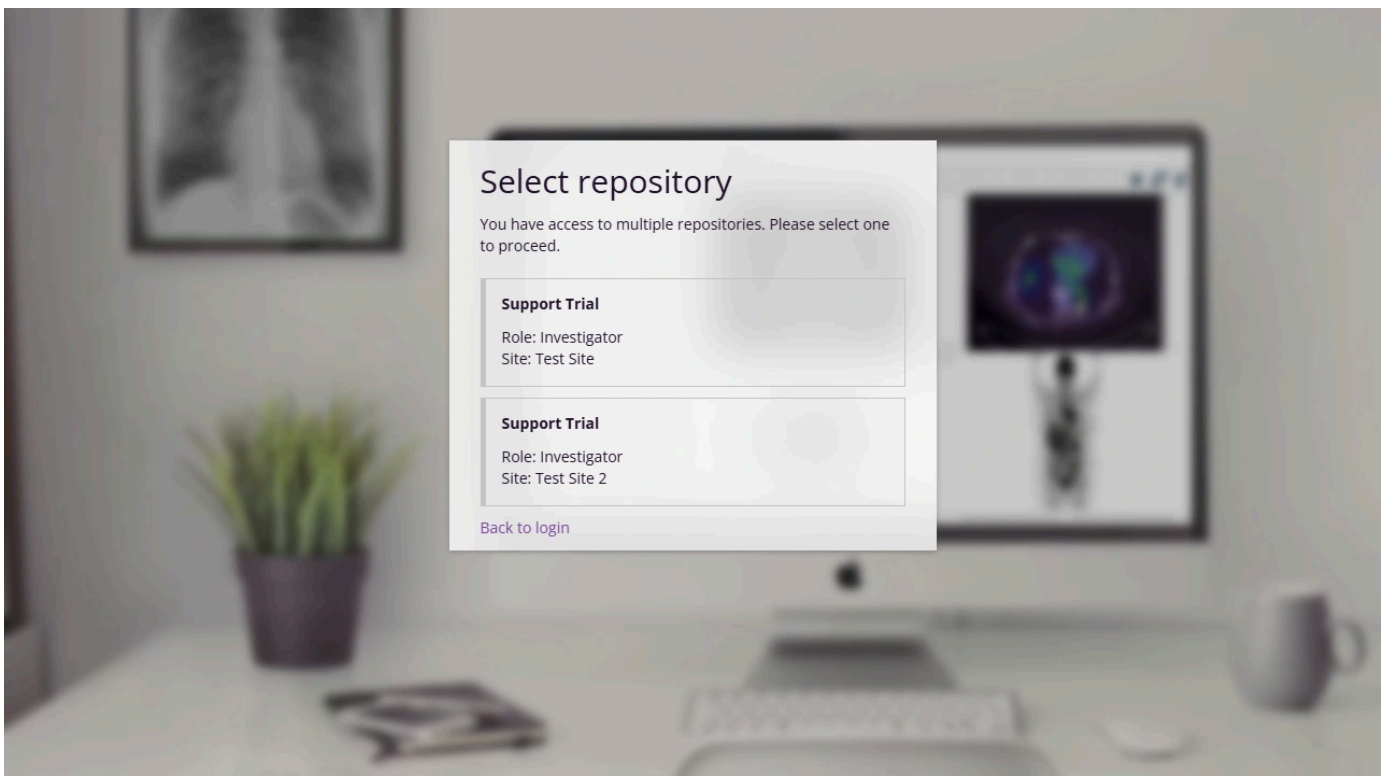
After login, check your email for the authentication code and enter it on the MFA page.



The code is valid for 5 minutes. Your device is normally remembered for 30 days, so you should not need to enter a code every time from the same device. If MFA has been disabled for the study by the Trial Administrator, this step may not appear.

4. Select the Correct Repository

If you only have one study and one role, SliceVault usually opens the repository directly. If you have several repositories or roles, choose the correct one from the list.



Common Login Questions

- [Why can't I log in?](#), if you forgot your password or cannot reach the repository
- [Why didn't the password reset email arrive?](#), if the reset email does not reach your inbox
- [Why can't I see the right repository after logging in?](#), if login succeeds but the repository is missing

Password Security

- First-time users are usually required to change their password after the first login.
- Users are prompted to update their password every 90 days.
- Passwords must meet the [Password Requirements](#) (online).

Next Step

After login, continue to your role guide. If something is blocking you or appear incorrect, continue to [Troubleshooting](#) (online).

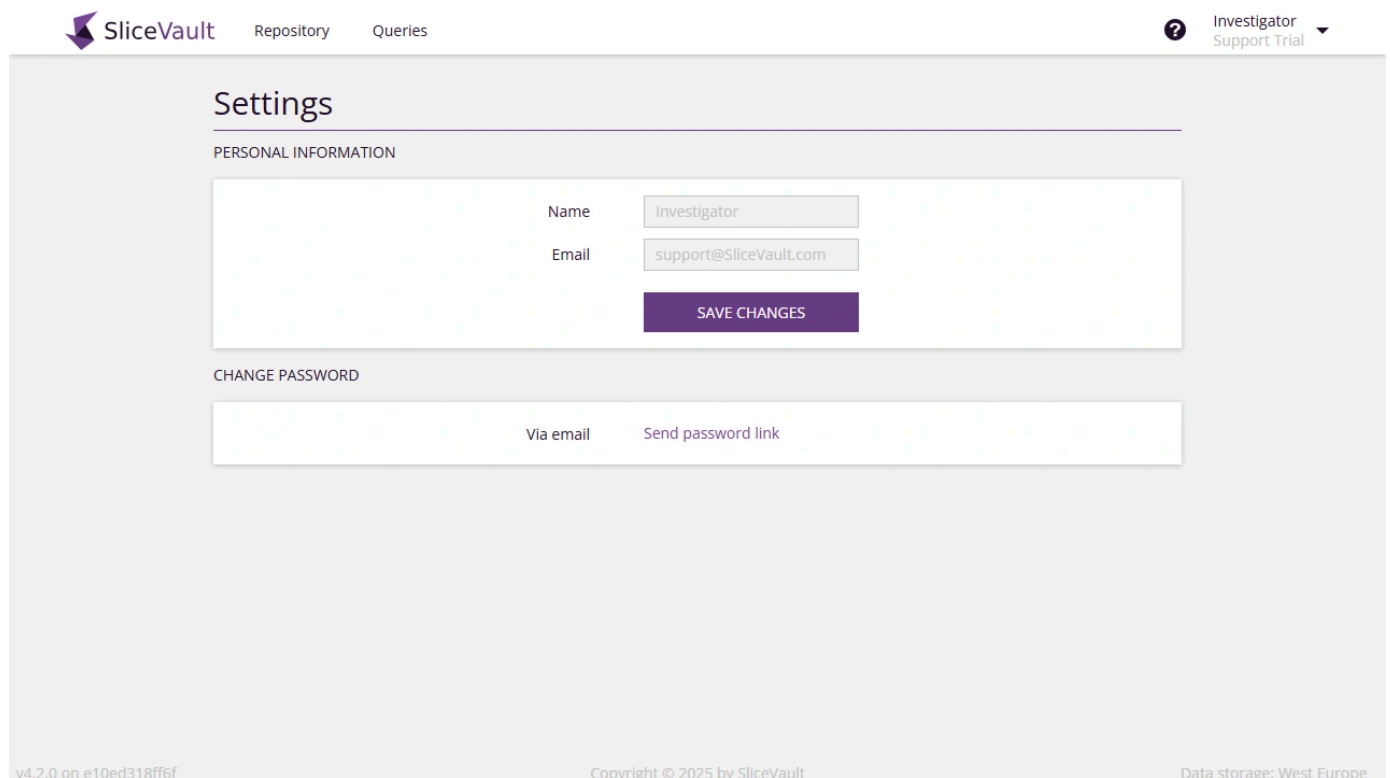
GETTING STARTED

www.support.slicevault.com/start/change-password

Change Password

Use this page only if you can already sign in and want to change your current password from inside SliceVault.

If you have forgotten your password and cannot sign in, use the reset link on the login page instead. See [Why can't I log in?](#)



The screenshot shows the SliceVault user interface. At the top, there is a navigation bar with the SliceVault logo, 'Repository', and 'Queries' links. On the right, there is a user profile dropdown showing 'Investigator' and 'Support Trial'. The main content area is titled 'Settings' and is divided into two sections: 'PERSONAL INFORMATION' and 'CHANGE PASSWORD'. The 'PERSONAL INFORMATION' section contains input fields for 'Name' (with the value 'Investigator') and 'Email' (with the value 'support@SliceVault.com'), and a 'SAVE CHANGES' button. The 'CHANGE PASSWORD' section contains a 'Via email' label and a 'Send password link' button. At the bottom of the page, there is a footer with version information 'v4.2.0 on e10ed318ff6f', copyright 'Copyright © 2025 by SliceVault', and data storage location 'Data storage: West Europe'.

Click the **Send password link** and SliceVault will send an email with instructions for setting a new password.

Keeping your profile up to date ensures secure and uninterrupted access to study data in SliceVault.

Changing account name: For compliance reasons, users cannot change their account name.

Next Step

If password or access issues continue, see [Why can't I log in?](#) or [Why can't I see the right repository after logging in?](#)

CORE GUIDE

www.support.slicevault.com/qc/repository

Study Repository

The repository is the main worklist for Quality Control Managers. It shows which visits are ready for quality control review and gives you direct access to the Visit Dashboard, filters, and study-level actions.

Access can vary by study configuration, so some Quality Control Managers see all sites while others see only a subset. For the next step after selecting a visit, see [Visit Dashboard Actions](#).

Patient List

The patient list provides a complete overview of available data in SliceVault. Its columns are customized for each clinical trial and may differ from the example below.

The screenshot shows the 'Image Repository' interface for a 'Support Trial'. At the top, there are navigation tabs for 'Repository' and 'Queries', a search bar, a filter dropdown set to 'All', and an 'ADD PATIENT' button. Below this is a table with columns: 'Site', 'Patient', 'Baseline', 'Follow-up 1', 'Follow-up 2', and 'End of Trial'. The table contains three rows of patient data. Callouts 1-5 highlight specific features: 1 points to a menu icon in the 'Follow-up 1' column; 2 points to the filter dropdown; 3 points to the patient ID '01-001'; 4 points to the 'ADD PATIENT' button; and 5 points to a warning icon in the 'Patient' column for the second row. At the bottom, there is a 'Visits per page' dropdown set to 10, a pagination control showing page 1 of 1, and a status 'Showing patients: 1 - 3 of 3'. Footer text includes 'v4.2.0 on e10ed318ff6f', 'Copyright © 2025 by SliceVault', and 'Data storage: West Europe'.

Site	Patient	Baseline	Follow-up 1	Follow-up 2	End of Trial
Test Site	01-001	Grey bar	Yellow bar with menu icon	Green bar	
Test Site	01-002	Orange bar with menu icon	Green bar		
Test Site	01-003	Green bar with menu icon	Green bar		

1. Click the colored square to open the Visit Dashboard for that patient and visit.
2. Use the filter to focus on visits in the workflow states you need to review.
3. Click the patient ID to open patient-level actions.
4. Use the menu for repository-level functions such as reports and exports.



5. This warning is displayed when the patient is no longer enrolled in the study.



When this warning is displayed an error has occurred during data upload and as a result SliceVault is not able to display the uploaded data correctly. Please contact SliceVault for support at contact@slicevault.com.

Visit Status and Color Indicators

The colored squares in the study repository indicate the status of each visit:

White: No data uploaded to the visit.

Gray: Data has been uploaded, but the visit is not yet available to you. Typically, because the visit has not yet been submitted, or is awaiting QC 1 approval before QC 2 can access it.

Yellow: Visit is pending your quality control review.

Light Green: Quality control review is finalized and visit is approved.

Dark green: Assessment completed by all Readers.

Red: Visit is rejected by either QC 1, QC 2 or Reader.

These color codes provide a quick visual summary of each visit's status, helping you easily identify any missing data or actions required. The colored squares, the visits, can also be home to different icons, and these icons are visible when there is something in particular you should be aware of.



The query sign is shown when a visit has an open query.



The form sign is shown when you have not yet completed your quality control form.



The deadline alert sign is shown when the deadline has passed for completing your quality control check. Depending on the study configuration you will typically have a given number of days to perform your quality control review.

Attention Indicators

Quality Control Managers should pay particular attention to:

- yellow squares in the repository, because they indicate visits pending your review
- patient attention markers
- warning icons that indicate enrollment or upload issues

Upload Images Occasionally, sites deliver data by DVD or CD-ROM to the sponsor; in these cases, you, as quality control manager, can upload data to SliceVault on behalf of

Investigators. The process follows the steps outlined under [Upload and Submit Images](#) (online) in the 'Investigator Guide'. However, when adding data for a patient who is not yet registered in SliceVault, quality control managers must first select the investigator site to specify data ownership.

CORE GUIDE

www.support.slicevault.com/qc/visit-dashboard

Visit Dashboard Actions

After opening a visit from the repository, the Visit Dashboard becomes the main workspace for QC review. This is where you inspect uploaded data, open the viewer, review documents, and move the visit forward in the workflow.

Open the Dashboard

From the repository, click the yellow square in the repository for the visit that is pending your review.

SliceVault Repository Queries

Test Site > 01-001 > Follow-up 1

Pending QC 1

1

2

3

4

5

6

ID	Type	Modality	Study Date	Series Time	Acquisition Time	Series Description	Matrix	Action
25883	CT	CT	1983-01-21	12:14:55.000	12:17:08.000	Test Series 001	512x512x3	👁️ ⬇️ 🗑️

Documents

Events

Actions

Pending QC 1

IMPORTANT NOTICE

BACK PREVIEW IMAGE

Copyright © 2025 by Slicevault Data storage: West Europe

1. Use **1** to review the current visit status.
2. Use **2** to view uploaded images and related visit data.
3. Use **3** to see any PDF records created during the workflow.
4. Use **4** to review the main change events for this visit.
5. Use **5** to open **Preview Image** so you can review images, access QC forms, and use the query tools.
6. Use **6** to review the **Actions** section.

Typical QC Workflow from Here

From the Visit Dashboard you can continue to:

- [Complete QC Form](#)

- [Manage Queries](#)
- [Complete QC Check](#)
- [Download Data](#)

CORE GUIDE

www.support.slicevault.com/qc/forms

Complete QC Form

As a Quality Control Manager, this page is about the form you complete as part of quality control review. For the shared form behavior in SliceVault, see [Forms in SliceVault](#).

Where the QC Form Appears

When a visit shows a yellow square in the repository for your QC step, open the visit and use **Preview Image** from the [Visit Dashboard](#) to access the QC form.

Complete the QC Form

The screenshot shows the SliceVault interface for completing a QC form. On the left, a sidebar contains a 'QC Form (QC1)' section with the following items:

- Images De-Identified? (dropdown menu)
- Adequate Anatomical Coverage? (dropdown menu, marked with a red circle 1)
- Study Performed with Contrast? (dropdown menu)
- Study Free from Biasing Marks? (dropdown menu)
- Study with Appropriate Technical Adequacy? (dropdown menu)
- SAVE button
- QC Form - Complete form (label, marked with a red circle 2)

The main area displays a CT scan image of a neck cross-section. At the bottom, there is a navigation bar with a 'QC Form - Complete form' label (marked with a red circle 3) and navigation arrows.

1. Use **1** to move through the QC items.
2. Use **2** to review the visible form section.
3. Use **3** to complete the form and return to the Visit Dashboard.

If prompted, complete the [electronic signature process](#) before proceeding.

Reset or Reopen the QC Form

If the form needs to be cleared completely, use the reset action from the Visit Dashboard.

Test Site ▶ 01-001 ▶ Follow-up 1

Pending QC 1

▼ Folder

▼ Documents

▼ Events

^ Actions

Pending QC 1 ▼

- Download visit
- Delete visit
- Reset checklist

1

IMPORTANT NOTICE
To continue, please ensure all required forms are submitted. Click on the preview image to complete the form

BACK PREVIEW IMAGE

v4.2.0 on e10ed318f6f Copyright © 2025 by Slicevault Data storage: West Europe

1. Use **1** to reset the QC checklist when the whole form must be cleared and completed again.

If the form has been reopened for targeted edits instead of a full reset, continue to [Edit a Completed QC Form](#).

If the visit still cannot move forward after the form is complete, see [Why can't I approve the visit?](#).

CORE GUIDE

www.support.slicevault.com/qc/edit-form

Edit a Completed QC Form

Sometimes a QC form needs to be corrected after it has already been completed. In SliceVault, the exact edit process depends on the current visit status and your study configuration, but the updated form is handled from the same viewer area used for the original QC review.

Reopen the Visit

Open the visit from the repository and go to the [DICOM Viewer](#) from the Visit Dashboard. If the form has been made available for editing again, the previous answers remain visible and can be reviewed directly in the viewer.

The screenshot displays the SliceVault interface. On the left, a sidebar contains a 'QC Form (QC1)' section with several dropdown menus for quality control questions: 'Images De-Identified?', 'Adequate Anatomical Coverage?', 'Study Performed with Contrast?', 'Study Free from Biasing Marks?', and 'Study with Appropriate Technical Adequacy?'. A purple 'SAVE' button is located below these fields. The main area is a DICOM viewer showing a cross-sectional CT scan of a neck. The viewer includes a toolbar with icons for 'Display', 'Rotate', and other functions. The top of the interface shows 'SliceVault', 'Repository', 'Queries', and a 'QC1' dropdown menu.

Update the Form

1. Review the existing answers and update the fields that need correction.
2. Save the revised values in the form.
3. Return to the Visit Dashboard and complete the workflow step again if the visit status requires it.

If prompted, complete the [electronic signature process](#) before saving or finalizing the change.

Reset Versus Edit

There are two common ways to correct QC form data:

- **Edit the completed form** when the visit has been reopened for changes and you only need to adjust specific answers.
- **Reset the checklist** when the study requires the QC form to be cleared and completed again from the start.

For the standard QC workflow, see [Complete QC Form](#). For the final status update after corrections, see [Complete QC Check](#).

CORE GUIDE

www.support.slicevault.com/qc/querying

Manage Queries

As a Quality Control Manager, querying is part of workflow control. You typically open queries when something must be clarified, monitor replies, and close the query once the issue is resolved.

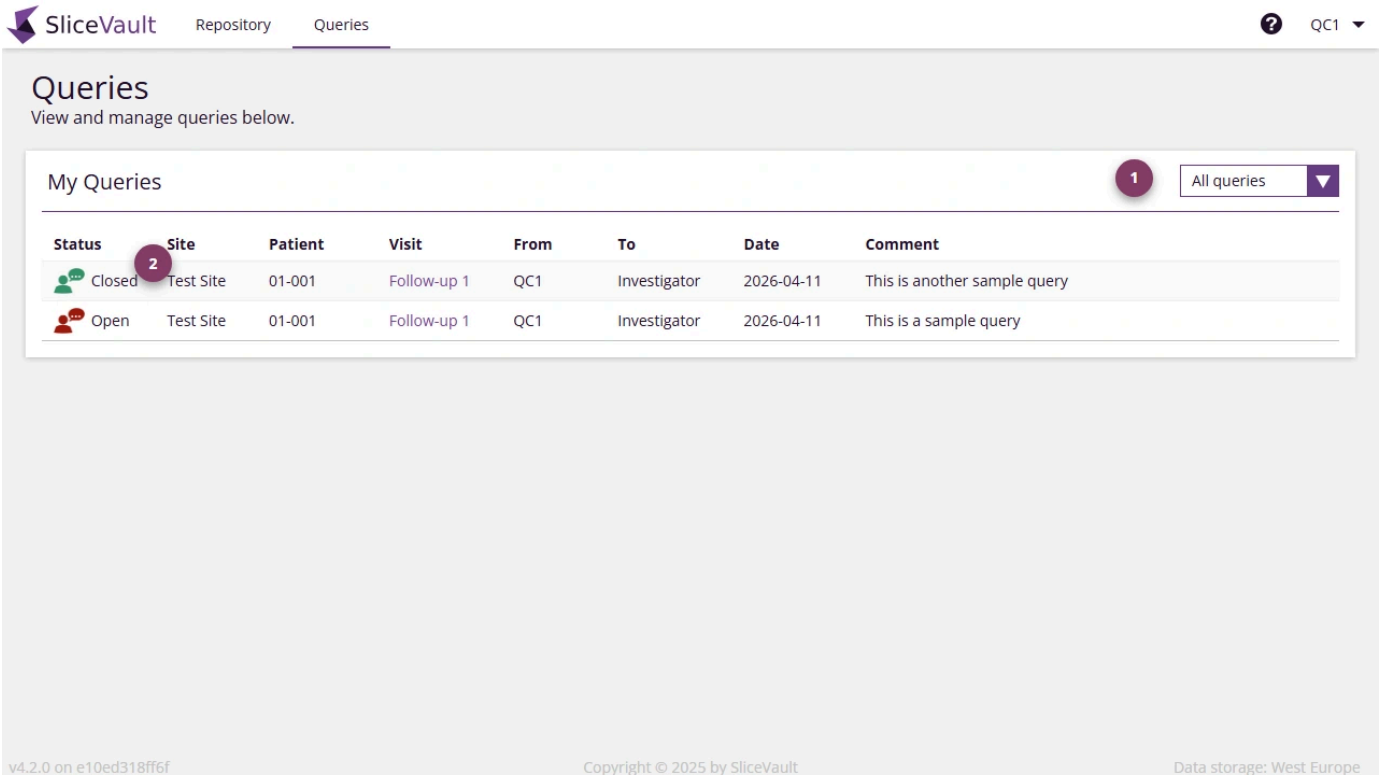
For the shared query mechanics in SliceVault, see [Queries in SliceVault](#).

Where You Normally See Queries

Quality Control Managers usually track queries from the repository, the query list, and the viewer.

The screenshot shows the 'Image Repository' page in SliceVault. The page title is 'Image Repository' with the subtitle 'View and manage your images below.' The navigation bar includes 'SliceVault', 'Repository', 'Queries' (with a red circle containing the number 2), and 'QC1'. The main content area is titled 'Support Trial' and contains a search bar, a filter dropdown set to 'All', and an 'ADD PATIENT' button. Below this is a table with columns: 'Site', 'Patient', 'Add more images', 'iseline', 'Follow-up 1', 'Follow-up 2', and 'End of Trial'. The table lists four patients (01-001 to 01-004) at 'Test Site'. Patient 01-001 has a yellow '1' icon in the 'Follow-up 1' column, indicating an active query. Patient 01-002 has a yellow warning triangle icon in the 'Patient' column. The bottom of the page shows '10 Visits per page', a pagination control for page 1, and 'Showing patients: 1 - 4 of 4'. The footer contains version information 'v4.2.0 on e10ed318ff6f', copyright 'Copyright © 2025 by SliceVault', and 'Data storage: West Europe'.

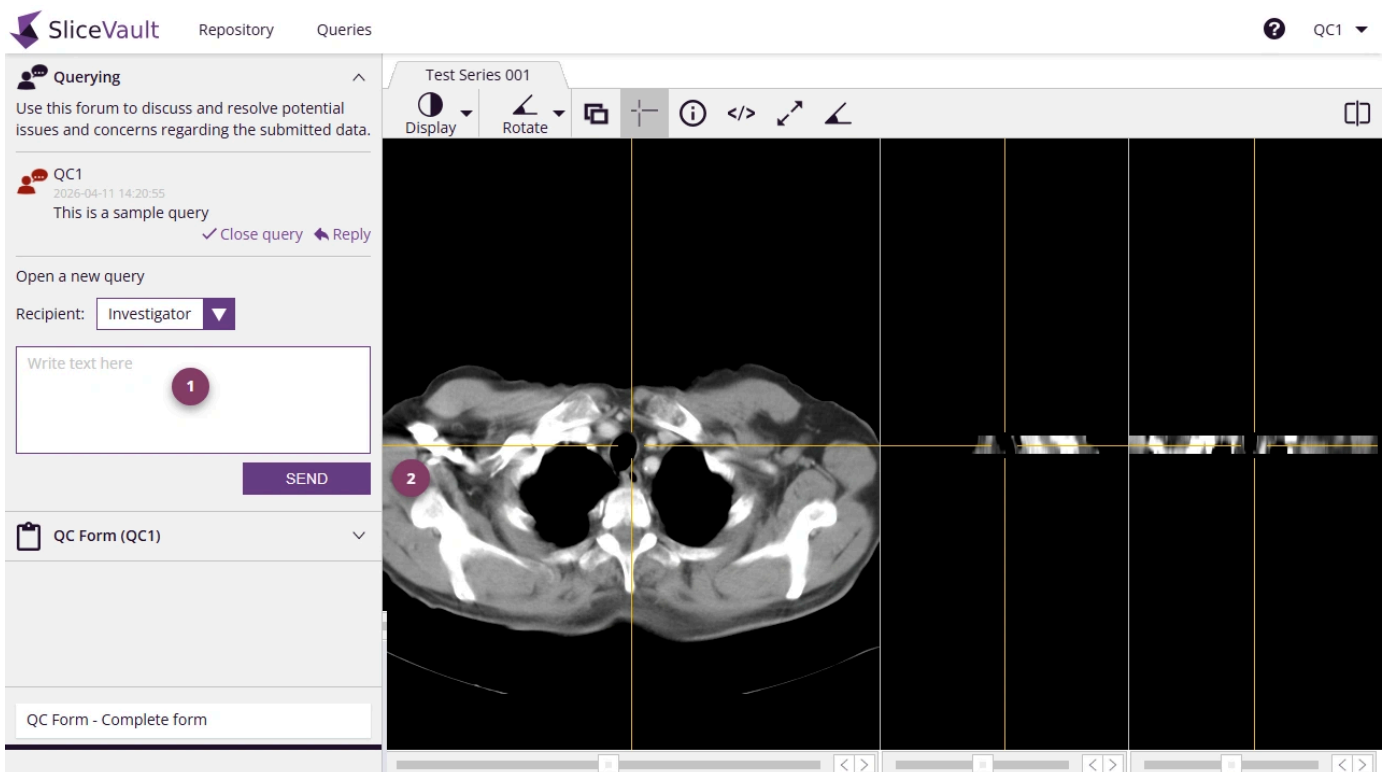
1. Use **1** to spot visits with active queries in the repository.
2. Use **2** to open the query list when you need to review several queries at once.



1. Use 1 to filter query status.
2. Use 2 to review the available queries and columns.

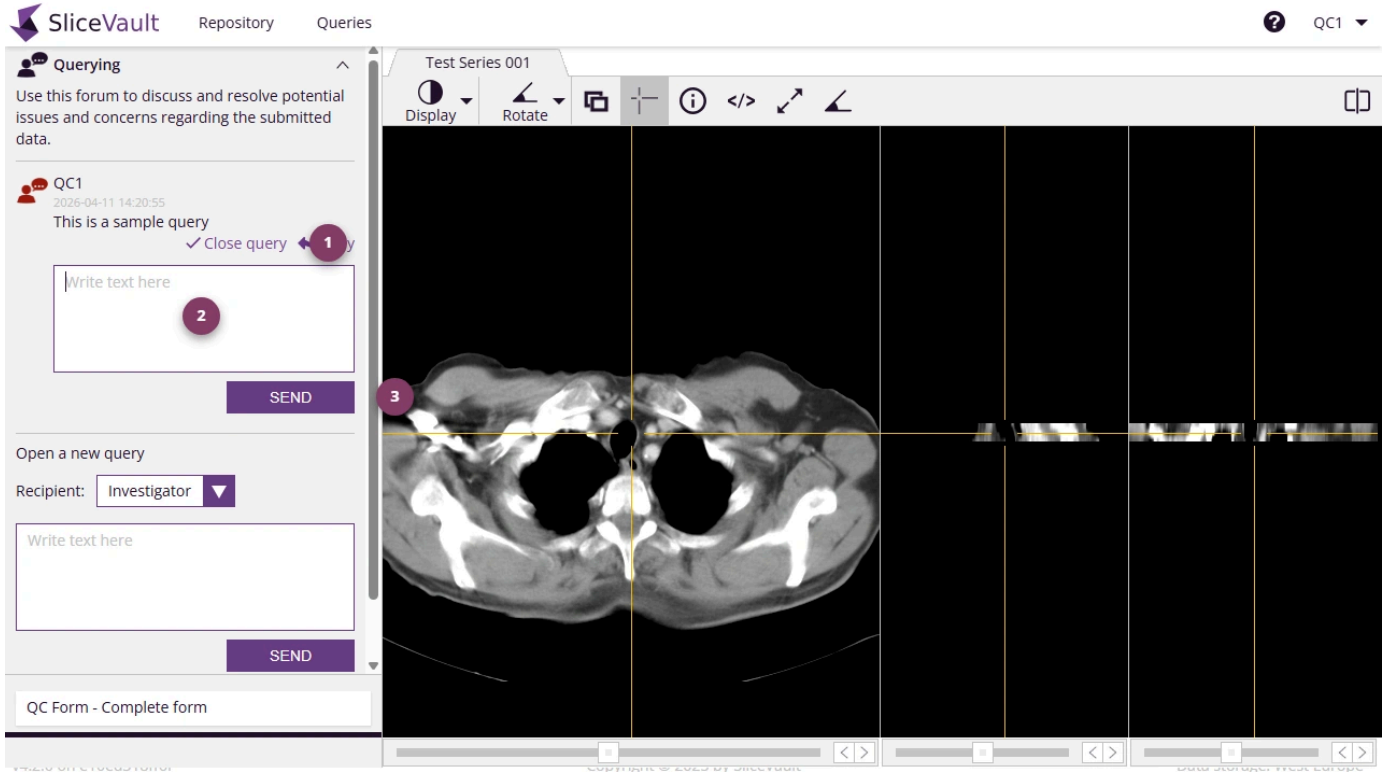
Your Main Tasks

Open a Query



1. Use **1** to choose the recipient.
2. Use **2** to enter the query description.
3. Click **Send**.

Reply to a Query



1. Use **1** to open the reply action for the relevant query.
2. Use **2** to review the existing query conversation.
3. Use **3** to enter your response and click **Send**.

Close the Query

Quality Control Managers are usually responsible for closing the query once the issue is resolved.

The screenshot displays the SliceVault interface. On the left, there is a 'Querying' panel with a header 'Use this forum to discuss and resolve potential issues and concerns regarding the submitted data.' Below this, a query titled 'QC1' is shown, dated '2026-04-11 14:20:55', with the text 'This is a sample query'. A red circle with the number '1' highlights the 'Close Query' icon. Below the query is a text input field with the placeholder 'Write text here' and a 'SEND' button. Further down, there is a section for 'Open a new query' with a 'Recipient' dropdown set to 'Investigator', another 'Write text here' input field, and a 'SEND' button. At the bottom of the panel is a 'QC Form - Complete form' button. The main area on the right is titled 'Test Series 001' and contains a medical image viewer. The viewer shows a cross-sectional CT scan of a human head and neck. The interface includes navigation controls like 'Display', 'Rotate', and zoom tools. The bottom of the viewer has a timeline with playback controls.

1. Use **1** to close the query once the issue is resolved.

Open queries often block approval, so make sure all required queries are closed before changing visit status.

CORE GUIDE

www.support.slicevault.com/qc/qc-check

Complete QC Check

The final QC step is to update the visit status from the Visit Dashboard after all required review work is complete.

The exact status choices depend on the configured [workflow](#) (online).

Typical Outcomes

- **Approved by QC** moves the visit to the next configured step.
- **Rejected by QC** sends the visit back for correction or rework.
- In studies with two QC steps, QC1 usually hands off to QC2 before Reader review begins.

If prompted, complete the [electronic signature process](#) before saving the status change.

The screenshot shows the SliceVault interface for a visit. The breadcrumb trail is 'Test Site > 01-001 > Follow-up 1'. The status is 'Pending QC 1'. Below this, there is a table with the following data:

ID	Type	Modality	Study Date	Series Time	Acquisition Time	Series Description	Matrix	Action
25883	CT	CT	1983-01-21	12:14:55.000	12:17:08.000	Test Series 001	512x512x3	

Below the table, there are sections for 'Documents', 'Events', and 'Actions'. In the 'Actions' section, a dropdown menu is set to 'Pending QC 1'. A red circle with the number '1' is placed over this dropdown. To the right of the dropdown is an 'IMPORTANT NOTICE' section. At the bottom of the interface, there are 'BACK' and 'PREVIEW IMAGE' buttons.

1. Use **1** to choose the QC status.

Before You Finalize

Make sure all of the following are true:

- the visit is in your QC step
- every required [QC form](#) is complete

- any blocking [queries](#) are closed

If the status change is still unavailable, see [Why can't I approve the visit?](#)

CORE GUIDE

www.support.slicevault.com/qc/download

Download Data

You can view and download data directly from the Visit Dashboard. You can download the entire visit or individual images depending on your needs.

Test Site ▶ 01-001 ▶ Follow-up 1

^ Folder

ID	Type	Modality	Study Date	Series Time	Acquisition Time	Series Description	Matrix	Action
25883	CT	CT	1983-01-21	12:14:55.000	12:17:08.000	Test Series 001	512x512x3	2

^ Actions

Pending QC 1

Download visit **1**

Delete visit

IMPORTANT NOTICE
To continue, please ensure all required forms are submitted. Click on the preview image to complete the form

BACK PREVIEW IMAGE

1. Use **1** to download the full visit package from the Actions section.
2. Use **2** to download an individual file from the Folder section.

For repository reports and shared export concepts, see [Reports and Exports](#).

SHARED WORKFLOWS

www.support.slicevault.com/general/forms

Forms in SliceVault

Forms are used throughout SliceVault to capture structured study data such as Data Transfer Forms, QC forms, and Reader assessments.

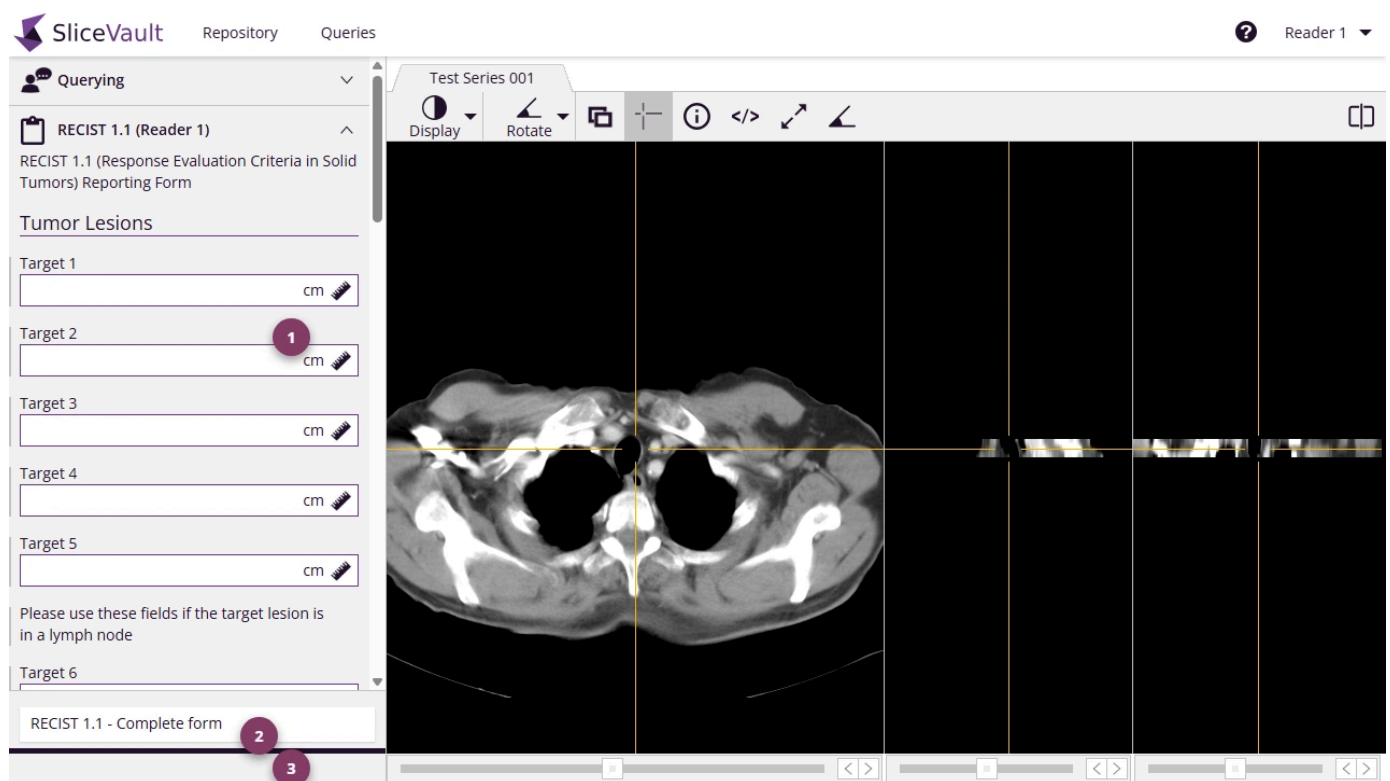
Use this page when you need the shared form behavior in SliceVault, regardless of role.

Where Forms Appear

Forms are usually opened from the Visit Dashboard by clicking **Preview Image**. Inside the combined viewer and form environment, the form appears alongside the image workflow.

Standard Form Behavior

Most forms follow the same pattern:



1. Use **1** to move to the next image or form item when required.
2. Use **2** to complete the visible form fields.
3. Use **3** to finish the form and return to the Visit Dashboard.

Once a form is completed, it normally becomes read-only.

Editing a Completed Form

Completed forms are usually locked by default. Depending on the study and your role, you may see one of these options:

- an **unlock** action that reopens the completed form for editing
- a **reset checklist** action that clears the entire form
- no edit option at all unless elevated access is granted

If you only need the role-specific workflow, use the role links below instead of this shared page.

If the study uses [electronic signature](#), you may be asked to complete that step before changes are saved or finalized.

Forms and Documents

Completed forms become part of the study record. In some studies, SliceVault also generates a PDF or document copy that can be downloaded from the Visit Dashboard.

Common Form Questions

- [Why is my form locked?](#)
- [Edit a Completed QC Form](#), if you need the QC reopen instructions
- [Why is my form, document, or download missing?](#)
- [Investigator: Complete Data Transfer Form \(online\)](#), if you need the Investigator form page
- [Reader: Complete Assessment Form \(online\)](#), if you need the Reader form page

Role-Specific Guidance

- [Investigator: Complete Data Transfer Form \(online\)](#)
- [QC: Complete QC Form](#)
- [Reader: Complete Assessment Form \(online\)](#)

If a form stays locked or a document is missing, continue to [Why is my form, document, or download missing?](#).

SHARED WORKFLOWS

www.support.slicevault.com/general/queries

Queries in SliceVault

Queries are the built-in communication tool for clarification, correction, and follow-up during the study workflow.

Use this page when you need to understand where queries appear, how they behave, and what different roles can do with them.

Where Queries Appear

Queries usually appear in three places:

- on the repository as an indicator on the visit
- on the dedicated query list page
- inside the viewer when you open the visit in context

The screenshot shows the 'Image Repository' page for a 'Support Trial'. The interface includes a search bar, a filter dropdown set to 'All', and an 'ADD PATIENT' button. Below is a table with columns for Site, Patient, and visits (Baseline, Follow-up 1, Follow-up 2, End of Trial). The 'Baseline' visit for patient 01-001 has a red circle with the number '1' on it, indicating an open query. Patient 01-002 has a yellow warning triangle next to their name. The bottom of the page shows pagination controls for 10 visits per page, showing patients 1-4 of 4, and footer information including version v4.2.0, copyright © 2025 by SliceVault, and data storage location West Europe.

Site	Patient	Baseline	Follow-up 1	Follow-up 2	End of Trial
Test Site	01-001	Add more images 1			
Test Site	▲ 01-002	Add more images			
Test Site	01-003	Add more images			
Test Site	01-004	Add more images			

1. Use **1** to spot visits with an open query.
2. Use **2** to open the query list directly from the repository.

Queries
View and manage queries below.

My Queries 1 All queries ▾

Status	Site	Patient	Visit	From	To	Date	Comment
Open	Test Site	01-001	Follow-up 1	QC1	Investigator	2026-04-11	This is a sample query

v4.2.0 on e10ed318ff6f Copyright © 2025 by SliceVault Data storage: West Europe

1. Use **1** to filter and review queries by status.

Open a New Query

From the viewer, open the query panel for the current visit and create a new query.

Querying
Use this forum to discuss and resolve potential issues and concerns regarding the submitted data.

QC1
2026-04-11 14:20:55
This is a sample query
✓ Close query ↩ Reply

Open a new query
Recipient: Investigator ▾

Write text here 1

SEND

QC Form (QC1) ▾

QC Form - Complete form

Test Series 001
Display Rotate [Icons]

2

1. Use **1** to choose the recipient.

2. Use **2** to enter the query description.

3. Click **Send**.

Opening a query normally triggers an email notification to the selected recipient.

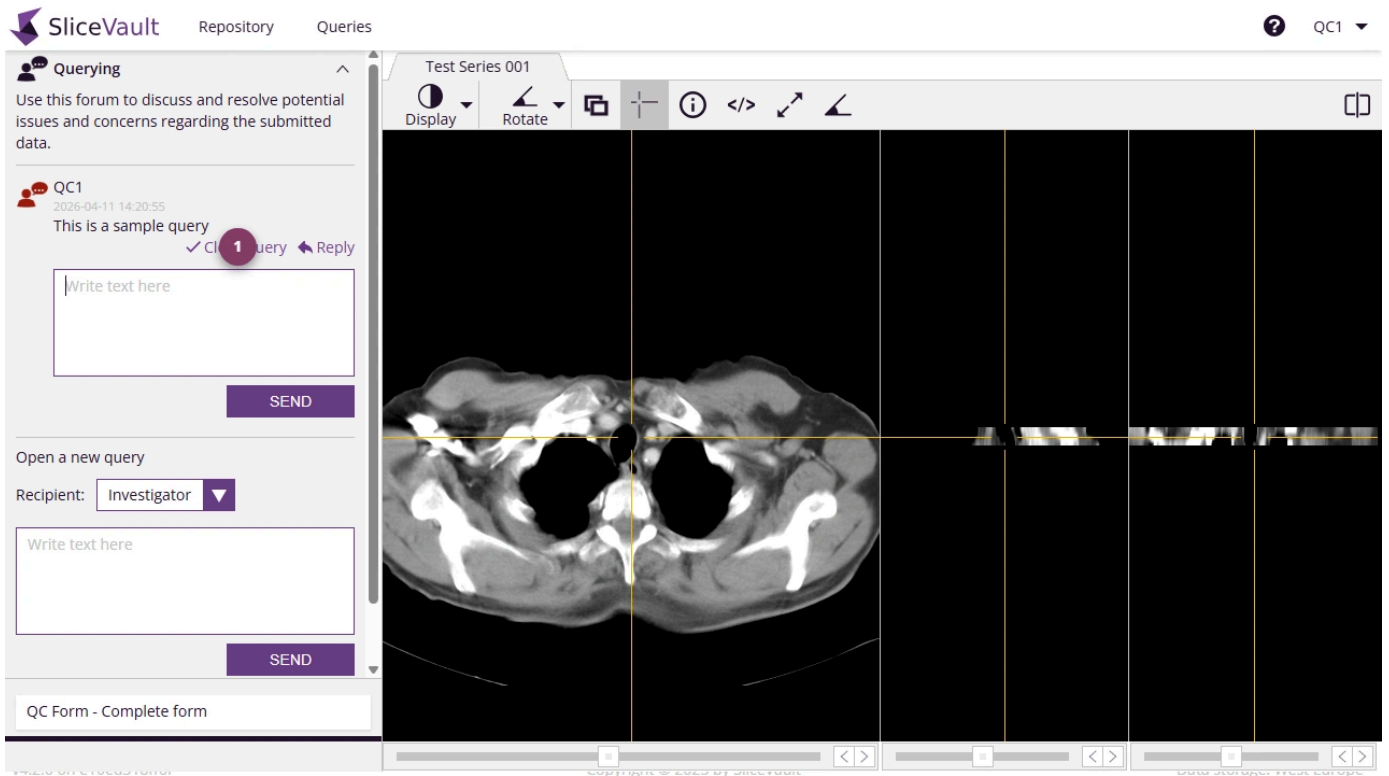
Reply to a Query

The screenshot displays the SliceVault interface. On the left, the 'Querying' sidebar is open, showing a message from 'QC1' dated '2026-04-11 14:20:55' with the text 'This is a sample query'. Below the message is a 'Close query' button with a red circle containing the number '1'. Underneath is a text input field with the placeholder 'Write text here' and a red circle containing the number '2'. At the bottom of the sidebar is a 'SEND' button with a red circle containing the number '3'. The main area shows a CT scan of a head, with a yellow crosshair indicating the current slice. The top of the interface shows the 'Test Series 001' tab and various navigation icons.

1. Use **1** to open the reply action for the relevant query.
2. Use **2** to review the existing query conversation.
3. Use **3** to enter your response and click **Send**.

Close a Query

Some roles can close a query after the issue is resolved.



1. Use **1** to close the query once the issue is resolved.

In many studies, open queries block the next workflow step until they are closed.

Role Differences

- Investigators usually respond to queries raised by a Quality Control Manager or Readers
- Readers can usually open and reply to queries, but often cannot close them
- Quality Control Managers usually open, manage, and close queries as part of workflow control

Common Query Questions

- [QC: Manage Queries](#), if you need the QC close-and-manage workflow
- [Why can't I submit the visit?](#) (online), if the Investigator workflow is still blocked
- [Why can't I approve the visit?](#), if the QC workflow is still blocked
- [Reader: Manage Queries](#) (online), if you only need the Reader query page
- [Investigator: Respond to Queries](#) (online), if you only need the Investigator query page

Role-Specific Guidance

- [Investigator: Respond to Queries](#) (online)
- [QC: Manage Queries](#)
- [Reader: Manage Queries](#) (online)

If a query is blocking the next workflow step, continue to the role-specific page for [submission](#) (online), [QC approval](#), or [Reader completion](#) (online).

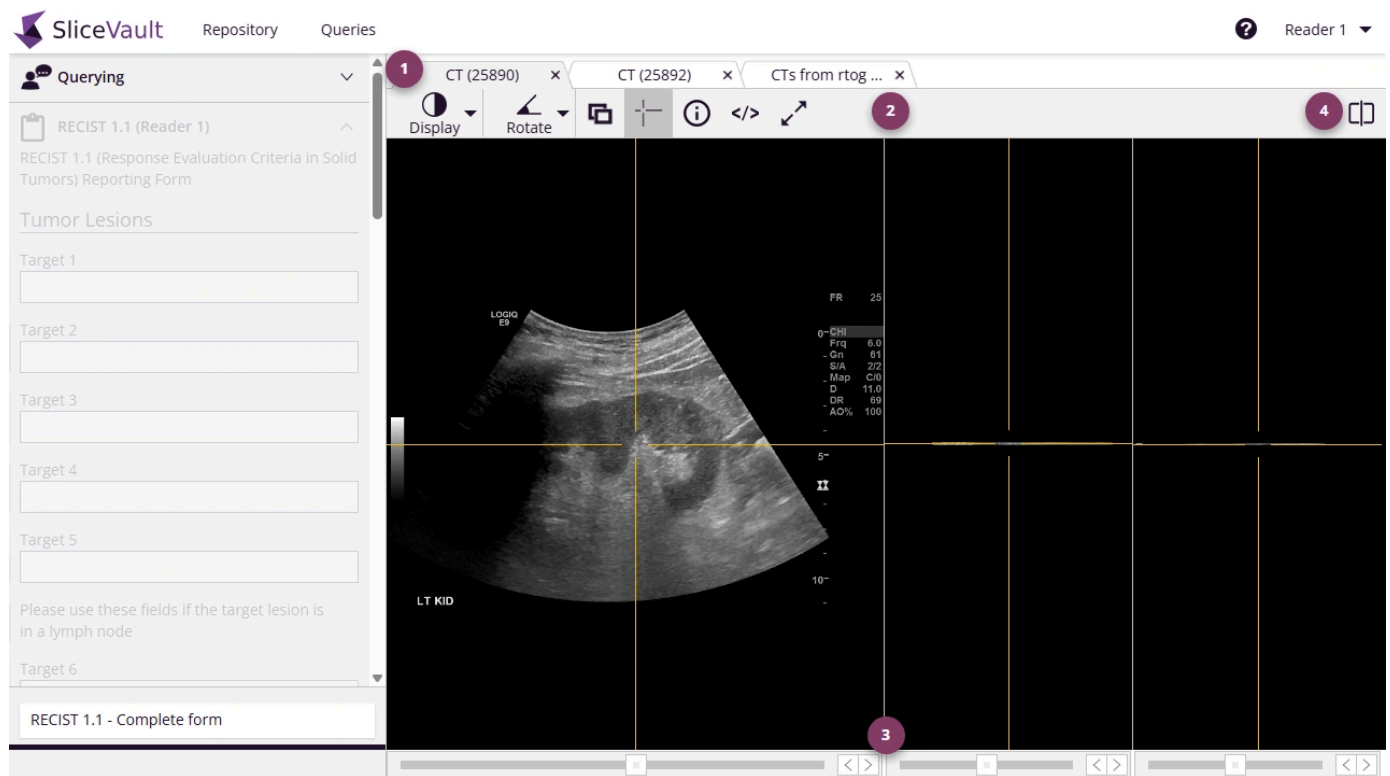
SHARED WORKFLOWS

www.support.slicevault.com/general/viewer

DICOM Viewer


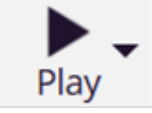






SliceVault includes a built-in DICOM viewer that allows users to review medical images directly in the browser without requiring external software. The viewer provides essential tools to support quality control and central reading activities, while ensuring images remain securely stored in SliceVault.

Note: The SliceVault DICOM viewer is intended for use within the study workflow. It is not a replacement for full-featured diagnostic PACS systems. The embedded DICOM viewer is **not CE marked or approved as a diagnostic medical device**. It is provided solely for research and study workflow purposes.



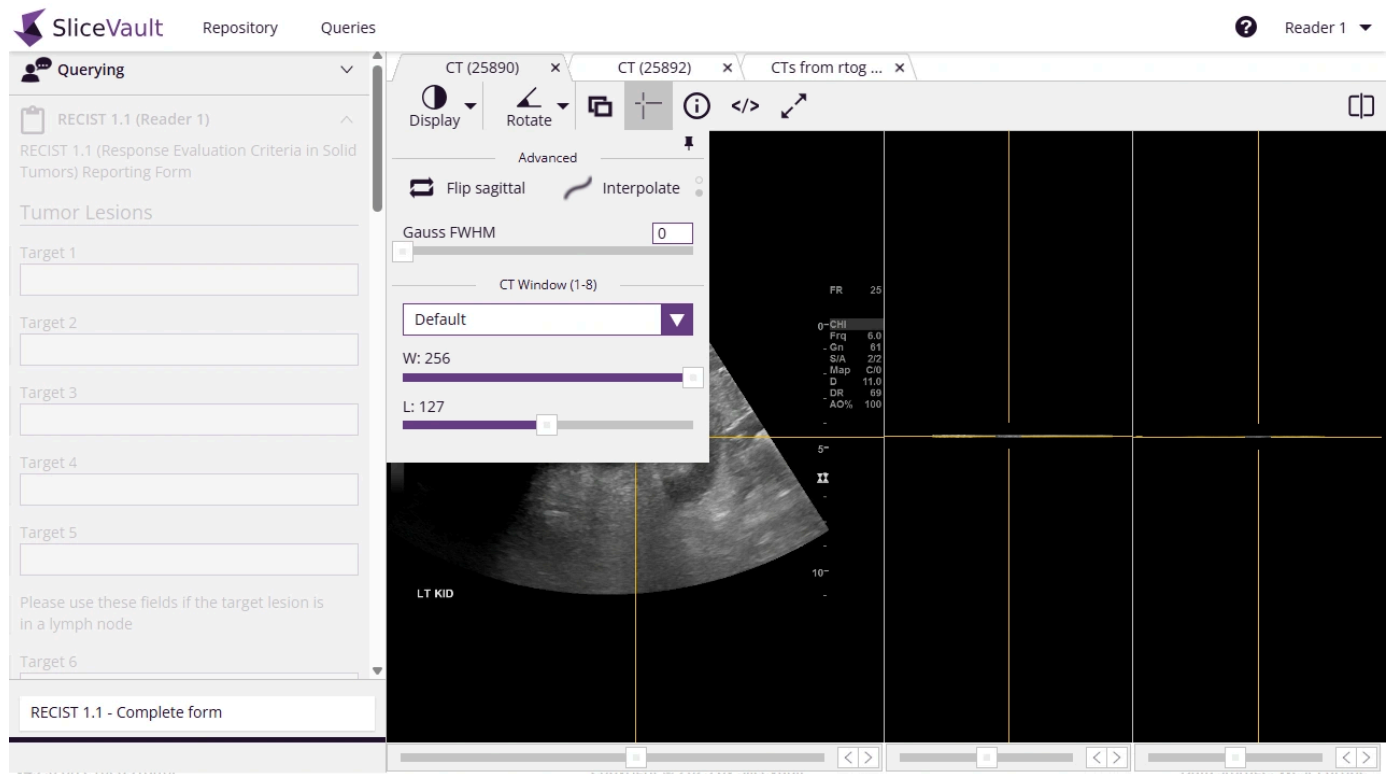
- 1. Change Image** – View all images uploaded for the visit, switch between tabs, and close image tabs as needed.
- 2. Display Controls** – Use the display control bar to adjust visualization settings. See *Viewer Controls* below for details.
- 3. Change Slice** – Navigate through image slices using the toolbar below the image.
- 4. Change View** – Adjust the default layout to display multiple images side by side.

Viewer Controls

Icon	Description
 <p>Display</p>	<p>Access display tools, including windowing, Gauss smoothing, interpolation tools, and more.</p>
 <p>Play</p>	<p>Start/stop and change speed for images with timeseries.</p>
	<p>Switch plane: multi-planar reconstruction, transaxial plane only, transverse plane only, or sagittal plane only.</p>
	<p>Show DICOM tags.</p>
	<p>Reset zoom to default.</p>
	<p>Measure distance/angle between points.</p>
	<p>Show patient information in the viewer.</p>
	<p>Change default view, e.g., show multiple images side by side.</p>

Display Menu

The display menu lets you adjust how the active image is shown on screen without changing the uploaded data itself.



The exact options depend on the image type and study configuration, but the display menu is typically used for:

- Changing windowing or brightness/contrast presentation
- Applying smoothing or interpolation options
- Adjusting how PET or other overlay data is rendered
- Switching between available display presets for the active image

These tools are most useful when the image is hard to interpret with the default presentation, for example if soft tissue contrast is difficult to see or PET/CT overlays need a different rendering.

Hotkeys

Basic Viewing Tools

- **Left mouse + drag** – Move image
- **Right mouse + drag up/down** – Zoom out/in
- **R** – Reset zoom
- **W / Scroll wheel up / ↑** – Move to previous slice
- **S / Scroll wheel down / ↓** – Move to next slice

- **C** – Switch between available images
- **V** – Switch between available planes
- **F** – Enter full screen
- **Esc** – Exit full screen
- **T** – Triangulate
- **M** – Measure distance between two points

Viewing Tools for CT and Hybrid Imaging (PET/CT and SPECT/CT)

- **1–7** – Change CT window preset
- **Middle click + drag up/down** – Adjust CT window length manually
- **Middle click + drag left/right** – Adjust CT window width manually
- **Ctrl + Alt + F** – Flip sagittal image
- **P** – Toggle opacity between PET/SPECT and CT
- **O** – Toggle PET/SPECT smoothing (none, medium, high)
- **N** – Measure SUVmax in a circular ROI

Viewing Tools for Managing Images

- **Shift + Left Click (on close tab)** – Close all tabs with the same image type or series description within the active visit.
- **Ctrl + Shift + Left Click (on close tab)** – Close all tabs with the same image type or series description across all open visits.
- **Ctrl + Left Click (on close tab)** – Close all tabs with the same image ID across all open visits.

For image rendering problems, see [Troubleshooting](#) (online).

SHARED WORKFLOWS

www.support.slicevault.com/general/reports

Reports and Exports

SliceVault supports two common ways of getting information out of the system:

- repository-level reports for oversight and study management
- visit-level downloads and document exports from the Visit Dashboard

Use this page when you need to understand where exports come from and which kind of output to expect.

Repository Reports

Repository reports are used for compliance, progress tracking, query oversight, and study exports.

The screenshot shows the 'Image Repository' interface for a 'Support Trial'. It features a search bar, a filter dropdown set to 'All', and an 'ADD PATIENT' button with a notification badge '1'. Below is a table with columns for Site, Patient, and image status (Baseline, Follow-up 1, Follow-up 2). A dropdown menu is open from the 'ADD PATIENT' button, listing various report types: Status Report, History Report, Checklist Report, DTF Report, Reader Report, Query Report, Data Mapping Report, and Show/Hide Status. At the bottom, there is a 'Visits per page' dropdown set to 10, a pagination indicator for page 1, and a status 'Showing patients: 1 - 4 of 4'. Footer text includes 'v4.2.0 on e10ed318ff6f', 'Copyright © 2025 by SliceVault', and 'Data storage: West Europe'.

Site	Patient	Baseline	Follow-up 1	Follow-up 2
Test Site	01-001	Add more images		
Test Site	01-002	Add more images		
Test Site	01-003	Add more images		
Test Site	01-004	Add more images		

1. Use **1** to open the report and export menu from the repository.

Typical report categories include:

- audit and user reports
- query and history reports
- checklist, DTF, and reader reports
- image status and tracking reports
- study-specific exports

Available reports depend on study configuration and role permissions.

Visit-Level Exports

Many studies also allow users to download data, documents, or generated PDFs directly from the Visit Dashboard. The exact options depend on role, workflow stage, and study configuration.

The screenshot shows the SliceVault interface for a visit-level export. The breadcrumb trail is 'Test Site > 01-001 > Baseline'. The main content area is titled 'Submission pending' and features a yellow progress bar. Below this, there are sections for 'Folder', 'Documents', and 'Actions'. The 'Documents' section contains a table with one row: ID '229b52e4', Title 'Data Transfer Form', User 'Investigator', Created '2026-04-11 14:14:07 CEST', Status 'Complete', and Action icons for view and download. A red circle with the number '1' highlights the download icon. The 'Actions' section includes 'Download visit', 'Delete visit', and 'Reset checklist' options. An 'IMPORTANT NOTICE' states: 'Don't forget to click the submit button to complete your submission'. At the bottom, there are 'BACK' and 'PREVIEW IMAGE' buttons.

1. Use **1** to download the generated document or PDF shown in the **Documents** section.

Visit-level downloads are most common when you need a completed form, PDF record, or visit package rather than a study-wide report.

Common Report and Download Questions

- Use this page if you need a study-level report or a visit PDF/document
- [Why is my download missing?](#)
- [Why are forms or downloads still unavailable?](#) (online)
- [Reader: Download Data](#) (online), if you need the Reader download page
- [QC: Download Data](#), if you need the Quality Control Manager download page

Related Role Guides

- [Monitor: Download Data](#) (online)
- [QC: Download Data](#)
- [Reader: Download Data](#) (online)

- [Trial Administrator: Audit Log](#) (online)

If expected documents or downloads are missing, continue to [Why is my form, document, or download missing?](#).

SHARED WORKFLOWS

www.support.slicevault.com/general/esignature-process

Electronic Signature Process

When a signature prompt appears, you must authenticate your action in accordance with the [Electronic Signature Policy](#) (online).

The screenshot shows the SliceVault web application interface. A modal dialog titled "Electronic Signature Required" is centered on the screen. The dialog contains the following information:

Event	Change visit status to: Submitted
Site	Test Site
Patient	01-001
Visit	Visit 1

Full name	Investigator
Username	support@SliceVault.com
User ID	34725
Timestamp	2026-04-11 12:27:46 UTC
Envelope ID	76557592533802763581

Signing reason I confirm the change in visit status to: Submitted

User authentication

SIGN

The background interface shows the "Image Repository" section with a patient list containing one patient (01-001) and an "ADD PATIENT" button. The user is logged in as "Investigator".

When the dialog appears, review the action details shown, such as the event, site, patient, and visit. Confirm the action by **checking the acknowledgment box**, then **type your password** in the authentication field. Click **Sign** to complete the process.

Tip for Faster Signing

To speed up signing, you can use keyboard shortcuts: - Press **Space** to check the confirmation box, - **Tab** to move to the password field, type your password, and - press **Enter** to sign.

This completes the electronic signature quickly and efficiently.

TROUBLESHOOTING

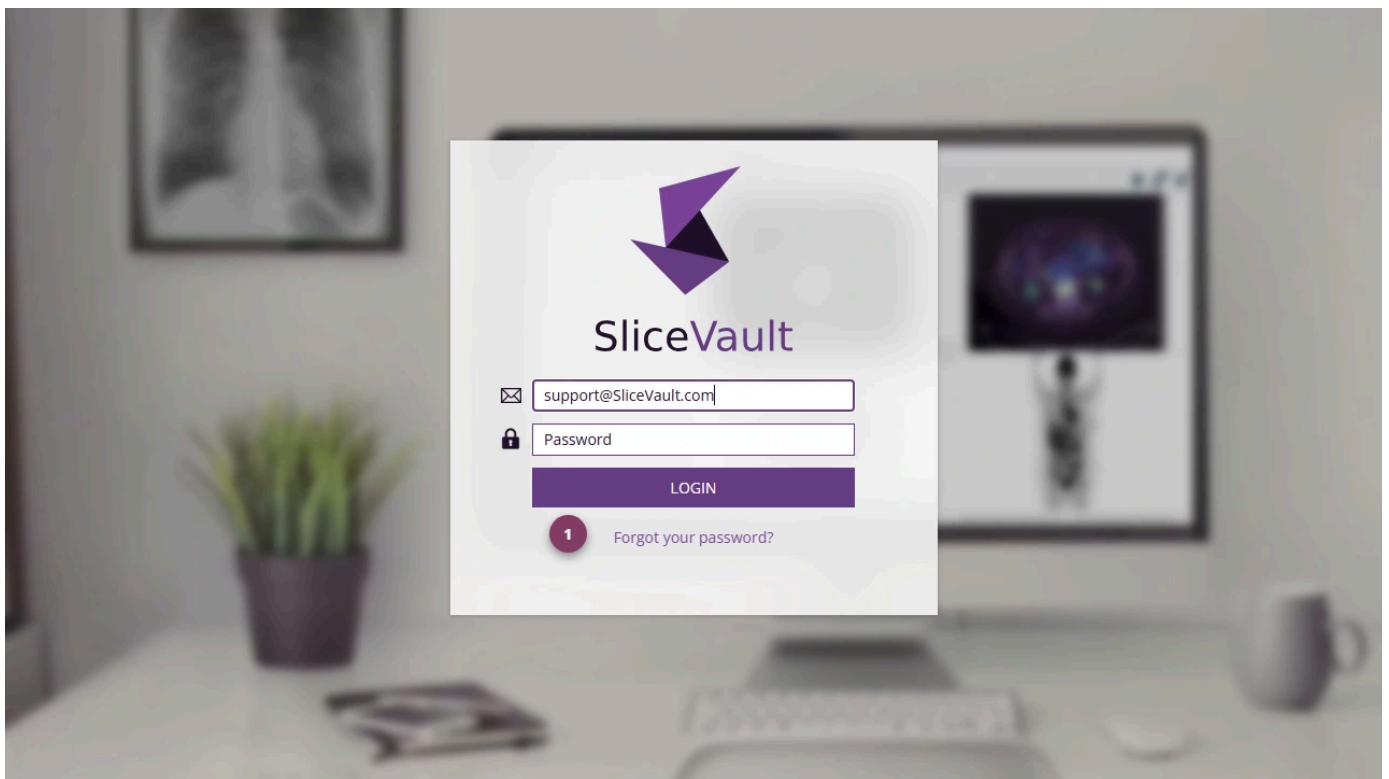
www.support.slicevault.com/troubleshooting/i-cant-log-in

Why Can't I Log In?

Use this page if the problem starts before you can reach the repository.

Check These First

- Confirm that you are using the correct email address and password.
- If the password is unknown, enter your email address on the login page and click **Forgot your password?**
- If multi-factor authentication fails, request a fresh code (by typing username and password again) and use the newest email.
- If you have tried the wrong password several times, the account may be suspended after five failed attempts. Contact the Trial Administrator or study contact to restore access.
- If the username and password appear correct but login still fails, check the invitation email and confirm that you are using the correct SliceVault login URL.
- If login works but the right repository does not appear, continue to [Why can't I see the right repository after logging in?](#)



1. Use **1** to request an email with instructions on how to reset your password after you enter your email address.

Best Next Pages

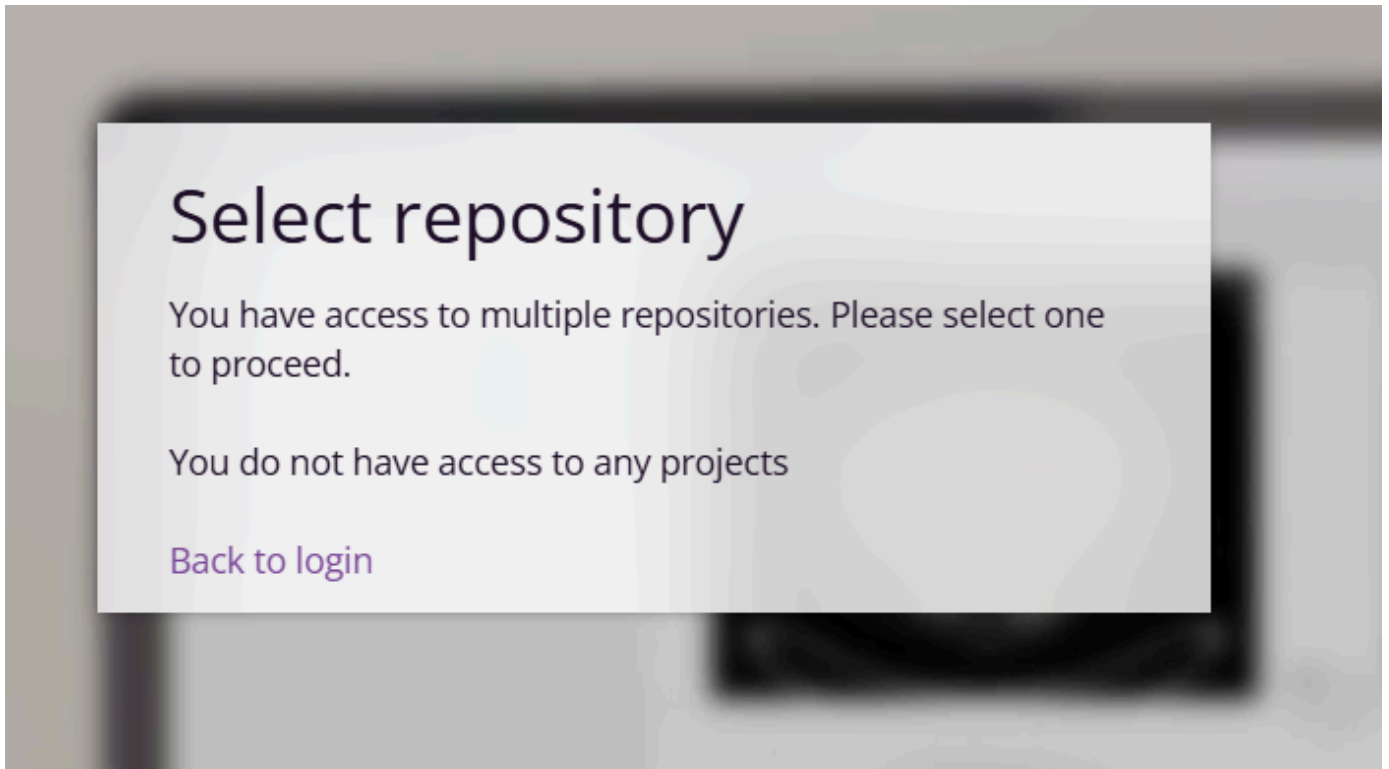
- [Log In and Open Your Repository](#)
- [Why didn't the password reset email arrive?](#)
- [Why can't I see the right repository after logging in?](#)

TROUBLESHOOTING

www.support.slicevault.com/troubleshooting/access-login

Why Can't I See the Right Repository After Logging In?

Use this page if you can sign in, but the correct repository is missing or no repositories are shown afterward.



If you can sign in but do not see the right repository, the most likely cause is that your role or site no longer has access. If you are a site user, contact your study administrator, coordinator, or main study contact. If you are the Trial Administrator, review [Why can't a whole site access the study? \(online\)](#).

TROUBLESHOOTING

www.support.slicevault.com/troubleshooting/password-reset-email-did-not-arrive

Why Didn't the Password Reset Email Arrive?

Use this page when the user clicks **Forgot your password?** on the login page but the reset email does not arrive.

Check These First

- Confirm that the correct email address was entered on the login page.
- Check the junk, spam, and quarantine folders.
- Allow a few minutes for the email to arrive.
- If the email still does not arrive, contact the Trial Administrator or main study contact.

For Trial Administrators

Open [Manage Users](#) (online), find the user, and open the user editor.

The screenshot shows the SliceVault Trial Administration interface. The main content area is titled 'Users' and contains a list of users. A modal window is open, showing the user editor. The modal has a close button (X) in the top right corner. The modal contains the following sections and options:

- Site Access:**
 - Site Billing
 - Adjudicator
 - Image Annotation
 - Image Quantification
 - Image Masking
 - DICOM Tag Editor
 - Share with Reader
 - DICOM push
 - Manage Study Reporting
 - Reporting Environment
 - Eligibility Confirmation
 - KPI Dashboard
 - Data Download Disable
 - Reports Download Disabled
- Site access:**
 - My Site
 - All Sites
 - Selected Sites
- Visit access:**
 - All Visits
 - Selected Visits
- User Authentication:**
 - Enable Multi Factor Authentication
 - Send password reset email to the user
 - Get reset password link

A red circle with the number '1' is placed over the 'Send password reset email to the user' option. At the bottom of the modal is an 'UPDATE' button. The background shows a list of users with their email addresses and last login dates.

1. Use **1** to: - **Send password reset email to the user** to send a new auto-generated email to the user. - **Get reset password link** and share the generated reset link directly with the user if normal email delivery is not working.

Related Pages

- [Why can't I log in?](#)
- [Manage Users \(online\)](#)
- [Edit User Access \(online\)](#)

TROUBLESHOOTING

www.support.slicevault.com/qc/cannot-approve-visit

Why Can't I Approve the Visit?

If SliceVault does not let you move the visit forward, the visit usually still has a required QC task that has not been completed.

Most Common Causes

- The QC form is still incomplete.
- One or more queries are still open.
- The visit is not currently in the QC step assigned to you.
- The study requires an [electronic signature process](#) before final approval.

Check These Steps

1. Confirm that the visit is a yellow square in the repository and is ready for your review.
2. Open **Preview Image** and complete every required QC form field.
3. Return to the Visit Dashboard and confirm that all queries are closed.
4. Try the visit status change again.

Related Guides

- [Complete QC Form](#)
- [Manage Queries](#)
- [Complete QC Check](#)

TROUBLESHOOTING

www.support.slicevault.com/troubleshooting/my-form-is-locked

Why Is My Form Locked?

Completed forms are usually read-only until the study allows them to be reopened or reset.

Best Next Pages

- [Forms in SliceVault](#)
- [Edit a Completed QC Form](#)
- [Complete Assessment Form \(online\)](#)
- [Complete Data Transfer Form \(online\)](#)

What Usually Causes This

- the form was already completed
- the visit must be returned to your workflow step before edits are allowed
- only a reset option is available, not an edit option
- your role does not have permission to reopen the form

TROUBLESHOOTING

www.support.slicevault.com/troubleshooting/forms-documents-downloads

Why Is My Form, Document, or Download Missing?

Start here if a form is locked, a PDF is missing, or download options are unavailable.

Common Problems

- the form is read-only
- the form needs to be reset or reopened
- a document or PDF is missing
- visit download options are unavailable

Best Next Pages

- [Forms in SliceVault](#)
- [Edit a Completed QC Form](#)
- [Why are forms or downloads still unavailable? \(online\)](#)
- [Reports and Exports](#)

Role-Specific Pages

- [Complete Data Transfer Form \(online\)](#)
- [Complete QC Form](#)
- [Complete Assessment Form \(online\)](#)

TROUBLESHOOTING

www.support.slicevault.com/troubleshooting/my-download-is-missing

Why Is My Download Missing?

Use this page if the expected PDF, document, or visit download action is not shown on the Visit Dashboard.

Best Next Pages

- [Why are forms or downloads still unavailable? \(online\)](#)
- [Reports and Exports](#)
- [Why is my form, document, or download missing?](#)

What Usually Causes This

- the visit has not reached the workflow step where documents are generated
- the expected form or assessment is still incomplete
- the role does not have permission to download that output

APPENDIX: ADD-ON FEATURES

www.support.slicevault.com/add-ons/intelligent-qc

Need AI-Assisted QC?

Access note: This feature is only visible when the relevant add-on has been enabled for the study and assigned to your user account. If you cannot see it, contact your Trial Administrator or main study contact. Trial Administrators can review add-on access in [Edit User Access](#) (online).

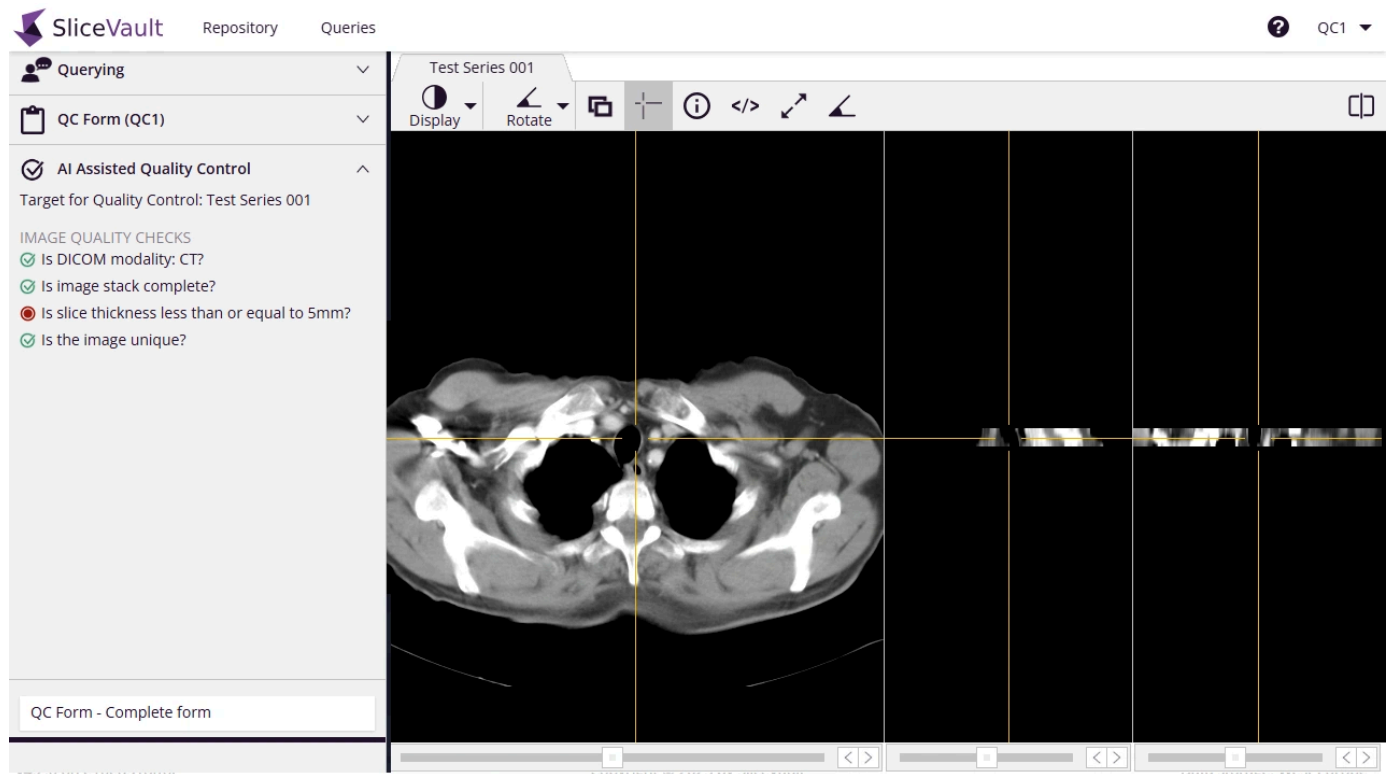
Use **Intelligent Quality Assist** when Quality Control Managers need automated support while reviewing uploaded imaging studies.

Typical Users

- Quality Control Managers
- Studies with configured AI-supported QC rules

What Problem It Solves

This module highlights potential issues alongside the manual QC workflow so reviewers can work more efficiently and consistently.



Where It Appears

The module appears directly in the [DICOM Viewer](#), typically in the left-hand panel next to the image review workflow.

What It Can Check

The exact checks depend on the study configuration. Common examples include:

- contrast use
- expected phase of IV contrast
- oral contrast detection
- expected anatomy coverage
- same-subject verification for follow-up studies
- duplicate study detection
- modality verification
- slice thickness consistency
- missing slices

Related Add-ons

- [Need Study Metrics?](#)
- [Need to Override Visit Workflow?](#)

APPENDIX: ADD-ON FEATURES

www.support.slicevault.com/add-ons/masking-images

Need to Mask PHI?

Use **Image Masking** when burned-in annotations or visible text in the image itself still contain personal health information after upload.

Access note: This feature is only visible when the relevant add-on has been enabled for the study and assigned to your user account. If you cannot see it, contact your Trial Administrator or main study contact. Trial Administrators can review add-on access in [Edit User Access](#) (online).

Typical Users

- Investigators during upload review
- Quality Control Managers performing data cleanup
- Other users with image masking permission

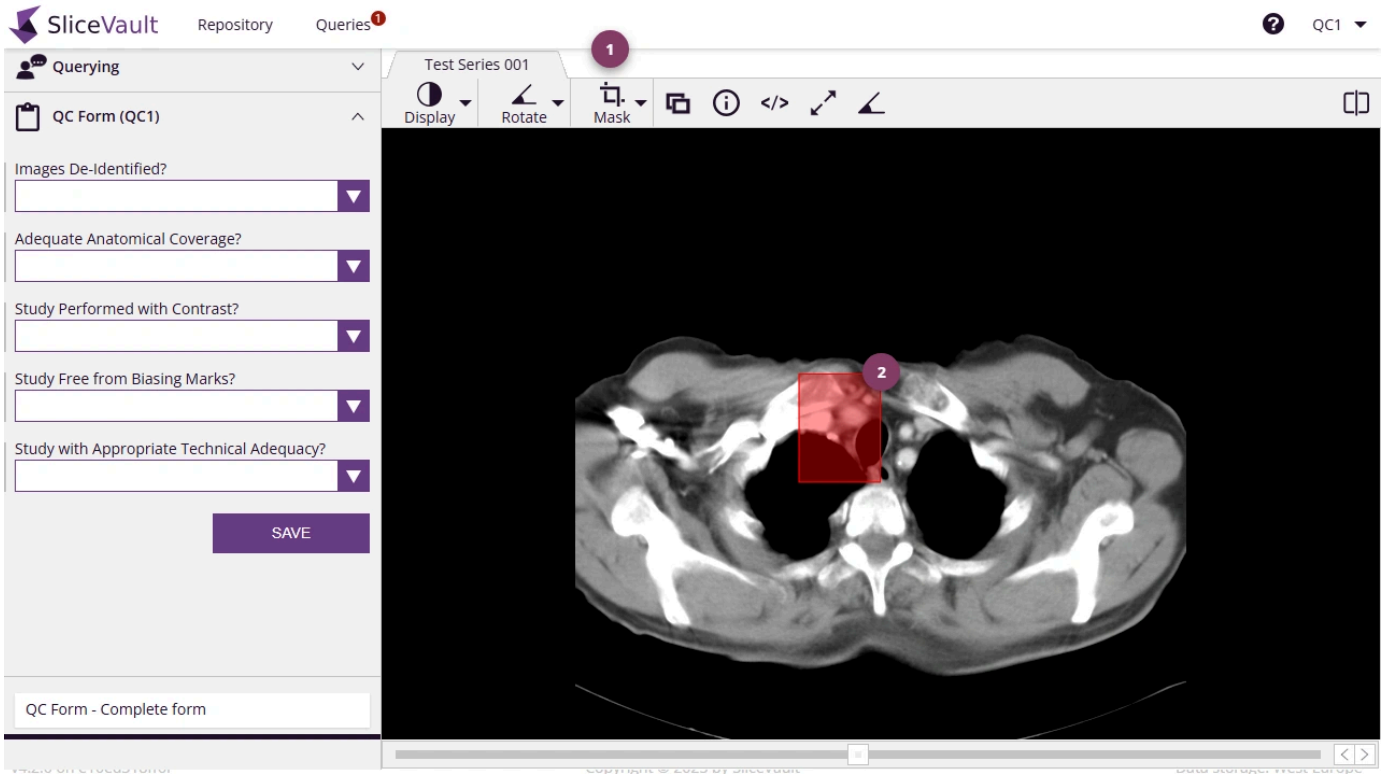
What Problem It Solves

SliceVault automatically removes DICOM tag information, but text embedded in the image pixels may still need human review. Image Masking is the controlled way to cover that visible PHI.

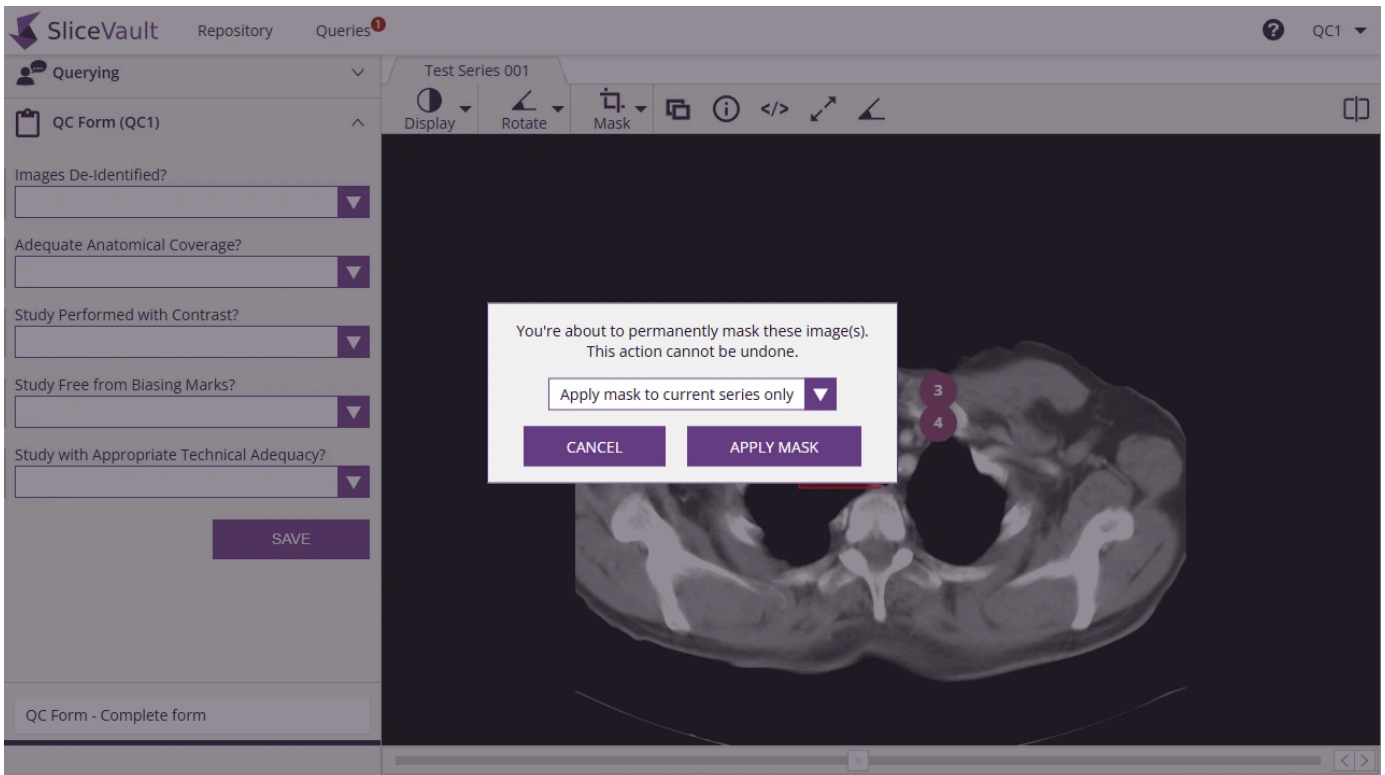
How to Use It

Open the image in the [DICOM Viewer](#), then open the masking tools.

1. Hover over the **Mask** icon and click **Draw Mask**.
2. Draw one or more masks over the areas that should be hidden.
3. Right-click a mask if you need to remove it before saving.



1. Use **1** to review the masking tools after opening the masker.
2. Use **2** to review or adjust the drawn mask on the image.



3. Use **3** to choose the appropriate masking confirmation option.
4. Use **4** to confirm the masking action in the dialog.

Important Notes

- This action overwrites the original displayed data.
- Once the mask is approved, it cannot be removed or edited.
- Processing may take time depending on the number of images.

Related Add-ons

- [Need to Edit DICOM Metadata?](#)
- [Need to Upload Unredacted Files? \(online\)](#)

APPENDIX: ADD-ON FEATURES

www.support.slicevault.com/add-ons/editing-dicom

Need to Edit DICOM Metadata?

Access note: This feature is only visible when the relevant add-on has been enabled for the study and assigned to your user account. If you cannot see it, contact your Trial Administrator or main study contact. Trial Administrators can review add-on access in [Edit User Access](#) (online).

Use **Edit DICOM Tag** when uploaded images need controlled DICOM metadata changes after upload.

Typical Users

- Advanced study users with explicit permission
- Quality Control Managers handling metadata correction
- Support teams performing controlled data cleanup

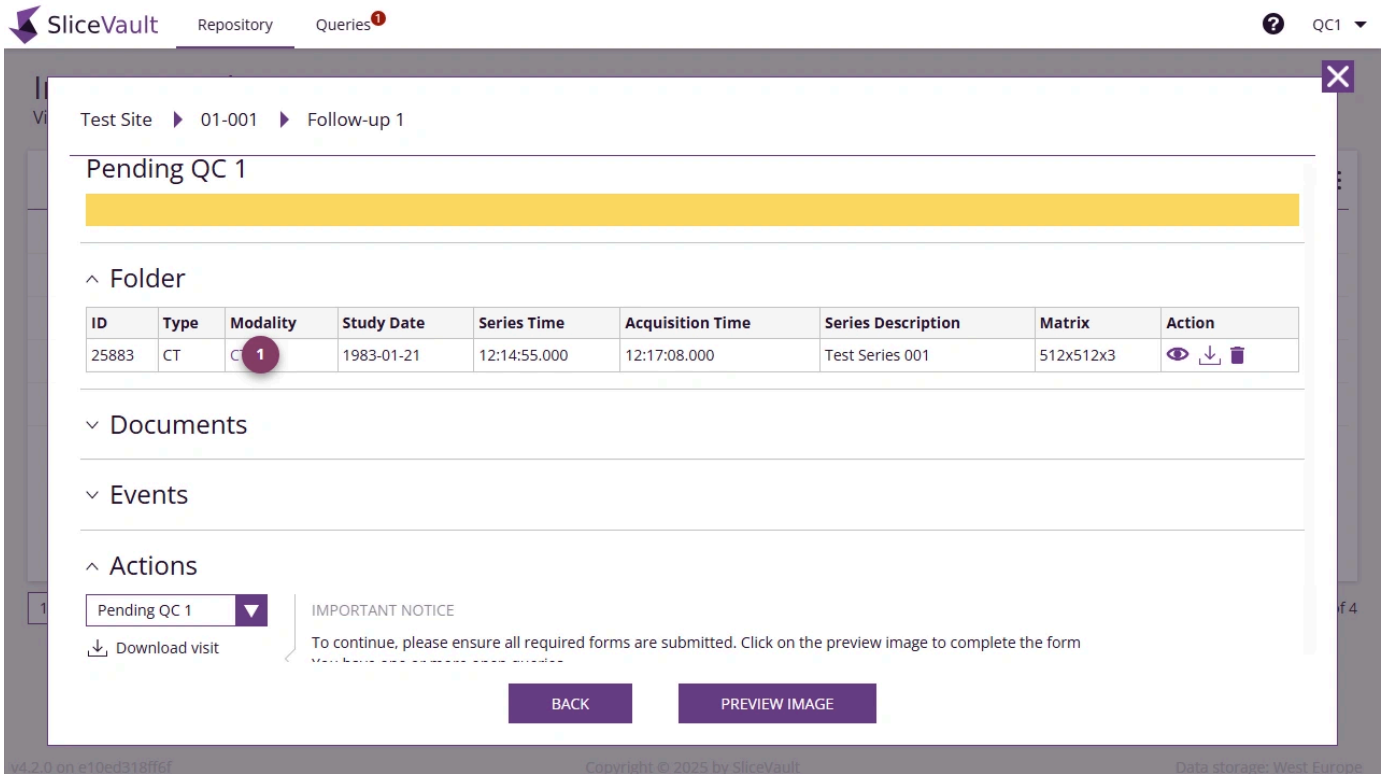
What Problem It Solves

This feature allows authorized users to add or modify DICOM tags on uploaded images. It should be used carefully, because incorrect edits can affect image integrity or compliance.

Where You Can Open It

From the Visit Dashboard

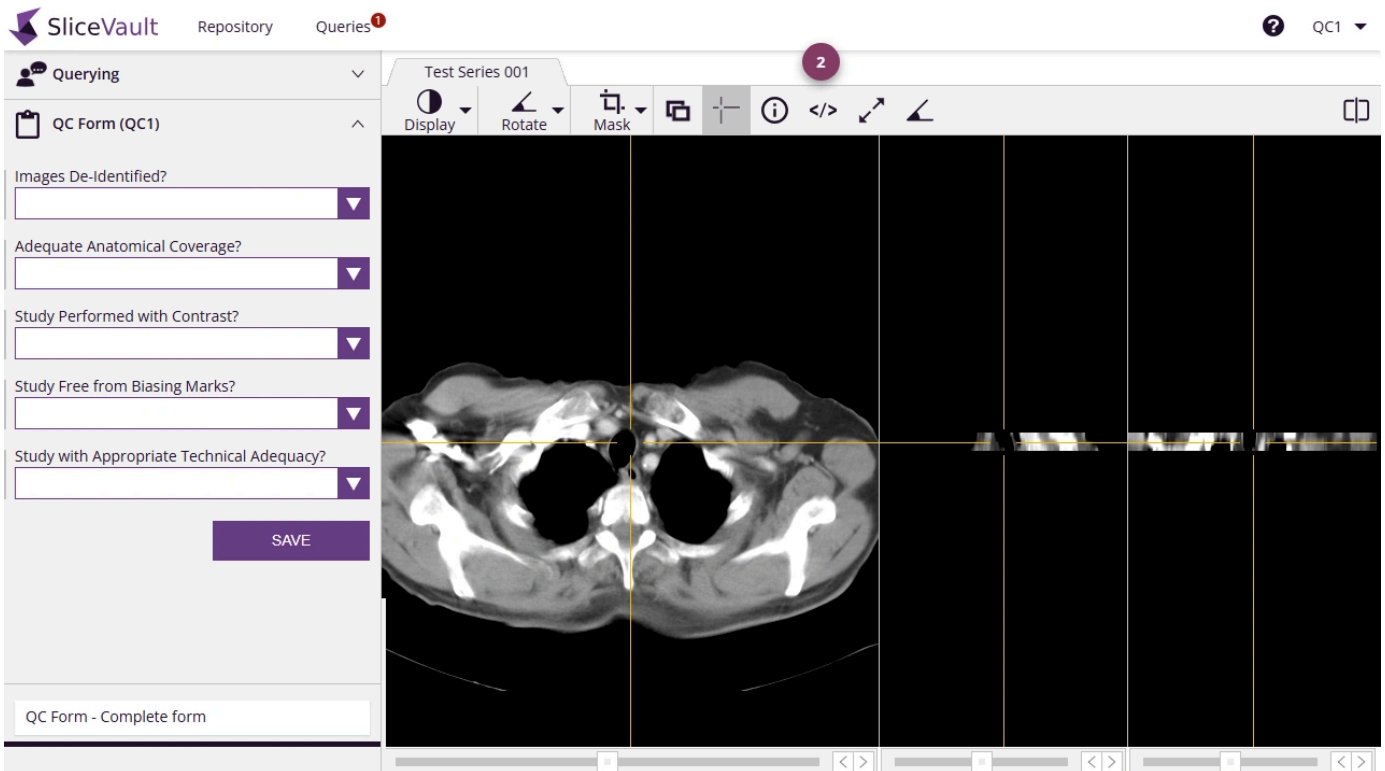
Open the folder section for the visit and click the modality label for the image whose DICOM tags you want to review.



1. Use **1** to open the DICOM tag editor from the visit folder section.

From the Viewer

Open the image in the [DICOM Viewer](#) and click the DICOM tag button in the toolbar.



1. Use **2** to open the DICOM tag editor from the viewer toolbar.

How to Add or Edit a Tag

The screenshot shows the 'Image Repository' page in SliceVault. At the top right, there is a 'New tag +' button with a red circle containing the number 1 next to it. Below this is a table of DICOM tags. The table has three columns: Tag, Name, and Value.

Tag	Name	Value
(0002,0000)	File Meta Information Group Length	170
(0002,0001)	File Meta Information Version	0\1
(0002,0002)	Media Storage SOP Class UID	1.2.840.10008.5.1.4.1.1.2
(0002,0003)	Media Storage SOP Instance UID	2.25.28215599790609235527336050695482
(0002,0010)	Transfer Syntax UID	1.2.840.10008.1.2
(0002,0012)	Implementation Class UID	1.3.6.1.4.1.30071.8
(0002,0013)	Implementation Version Name	fo-dicom 5.2.2
(0008,0005)	Specific Character Set	ISO_IR 100
(0008,0008)	Image Type	ORIGINAL\PRIMARYAXIAL
(0008,0012)	Instance Creation Date	20240910
(0008,0013)	Instance Creation Time	113213
(0008,0016)	SOP Class UID	1.2.840.10008.5.1.4.1.1.2
(0008,0018)	SOP Instance UID	2.25.28215599790609235527336050695482
(0008,0020)	Study Date	19830121
(0008,0021)	Series Date	19830121
(0008,0022)	Acquisition Date	19830121
(0008,0023)	Content Date	19830121
(0008,0030)	Study Time	120420.000000

At the bottom of the screenshot, there is a footer with the text: 'v4.2.0 on e10ed318ff6f Copyright © 2025 by SliceVault Data storage: West Europe'.

1. Use **1** to add a new tag.
2. Use **2** to edit an existing tag.

The screenshot shows the 'Image Repository' page in SliceVault. A modal dialog box titled 'Edit DICOM tag' is open. The dialog contains a warning message: 'When editing DICOM tags please make sure the new value does not compromise patient privacy, does not violate the tag's value representation and does not break internal consistency. Editing DICOM tags can potentially damage the file.' Below the warning, there is a 'TAG DESCRIPTION' section with fields for Tag (0008,0060), Name (Modality), and VR (CS). The 'TAG VALUE' section has two input fields: 'Current value' (CT) and 'New value' (CT). The 'New value' input field is highlighted with a red circle containing the number 1. Below the input fields is a 'SAVE' button, which is highlighted with a red circle containing the number 2.

At the bottom of the screenshot, there is a footer with the text: 'v4.2.0 on e10ed318ff6f Copyright © 2025 by SliceVault Data storage: West Europe'.

1. Use **1** to enter the new DICOM tag value.
2. Use **2** to save the change.

Important Notes

- Do not add identifying data unless explicitly approved for the study.
- Make sure the new value matches the correct DICOM format for that tag.
- After saving, SliceVault re-processes the edited images, which may take some time.

Related Add-ons

- [Need to Mask PHI?](#)
- [Need to Change an Image Type? \(online\)](#)

APPENDIX: ADD-ON FEATURES

www.support.slicevault.com/add-ons/send-to-reader

Need to Send QC1 Directly to Reader?

Access note: This feature is only visible when the relevant add-on has been enabled for the study and assigned to your user account. If you cannot see it, contact your Trial Administrator or main study contact. Trial Administrators can review add-on access in [Edit User Access](#) (online).

Use **Share with Reader** when the workflow should move a visit directly from QC1 to Reader without going through QC2.

Typical Users

- QC1 users in single-QC workflows
- Studies configured without a QC2 step

What Problem It Solves

This feature provides a controlled shortcut to central reading while keeping the audit trail intact.

The screenshot shows the SliceVault interface for a specific visit. The breadcrumb trail is 'Test Site > 01-001 > Follow-up 2'. The main content area shows 'Approved by QC 1' with a green bar below it. Underneath are sections for 'Folder', 'Documents', and 'Events'. The 'Actions' section is expanded, showing a dropdown menu with 'Approved by QC 1' selected. Below the dropdown are three options: 'Download visit', 'Delete visit', and 'Send to reader'. A red circle with the number '1' highlights the 'Send to reader' option. An 'IMPORTANT NOTICE' callout box is positioned over the 'Send to reader' option, stating: 'To continue, please ensure all required forms are submitted. Click on the preview image to complete the form'. At the bottom of the interface are two buttons: 'BACK' and 'PREVIEW IMAGE'. The footer of the interface includes 'v4.2.0 on e10ed318ff6f', 'Copyright © 2025 by SliceVault', and 'Data storage: West Europe'.

1. Use **1** to send the approved visit directly to the Reader workflow.

When a QC1 user uses **Share with Reader** on an approved visit, the visit status changes to **Pending Reader**.

Note: This function is only available when the visit has already reached the **Approved by QC 1** state.

Related Add-ons

- [Need an Adjudicator?](#)
- [Need Independent Reader Assessments? \(online\)](#)

APPENDIX: ADD-ON FEATURES

www.support.slicevault.com/add-ons/adjudication

Need an Adjudicator?

Access note: This feature is only visible when the relevant add-on has been enabled for the study and assigned to your user account. If you cannot see it, contact your Trial Administrator or main study contact. Trial Administrators can review add-on access in [Edit User Access](#) (online).

Use **Adjudication** when the study needs an additional Reader to resolve disagreement or provide a final decision.

Typical Users

- Quality Control Managers who trigger adjudication
- Readers assigned as adjudicators
- Project staff overseeing discrepancy workflows

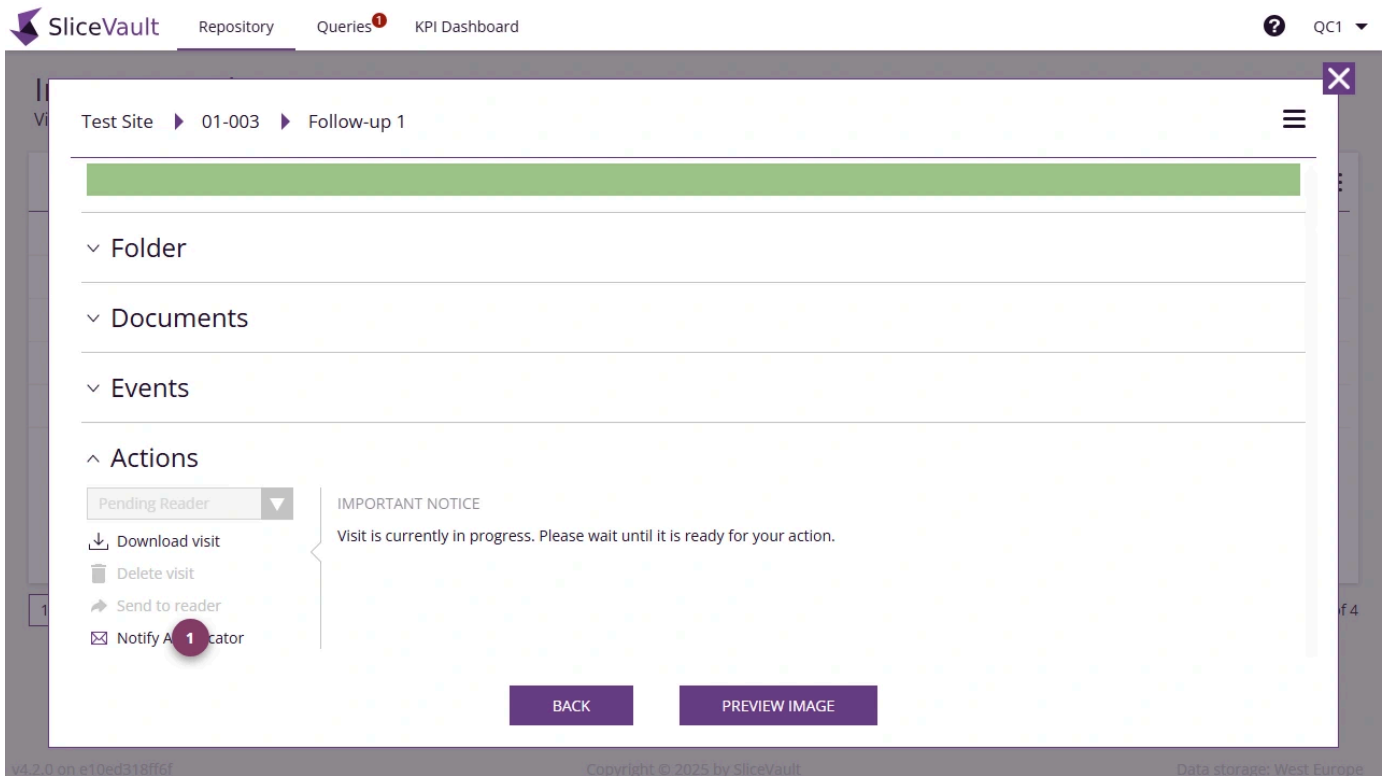
What Problem It Solves

Adjudication is used when the standard Reader workflow is not enough and a further decision is needed on a visit.

How It Works

Trigger Adjudication

If you are a QC2 user, or a QC1 user with the *Share with Reader* add-on, you can notify the adjudicator from the Visit Dashboard.



1. Use **1** to notify the adjudicator from the Visit Dashboard.

When the **Notify Adjudicator** action is used, SliceVault sends an automatic notification to the designated adjudicator.

Receive Adjudication

If you are assigned the adjudicator role as a Reader, you will receive an email with a link back to the case so you can review it and provide the required assessment.

Related Add-ons

- [Need Independent Reader Assessments? \(online\)](#)
- [Need to Send QC1 Directly to Reader?](#)

APPENDIX: ADD-ON FEATURES

www.support.slicevault.com/add-ons/kpi-dashboard

Need Study Metrics?

Access note: This feature is only visible when the relevant add-on has been enabled for the study and assigned to your user account. If you cannot see it, contact your Trial Administrator or main study contact. Trial Administrators can review add-on access in [Edit User Access](#) (online).

Use **KPI Dashboard** when you need a higher-level view of study performance, site activity, or compliance metrics.

Typical Users

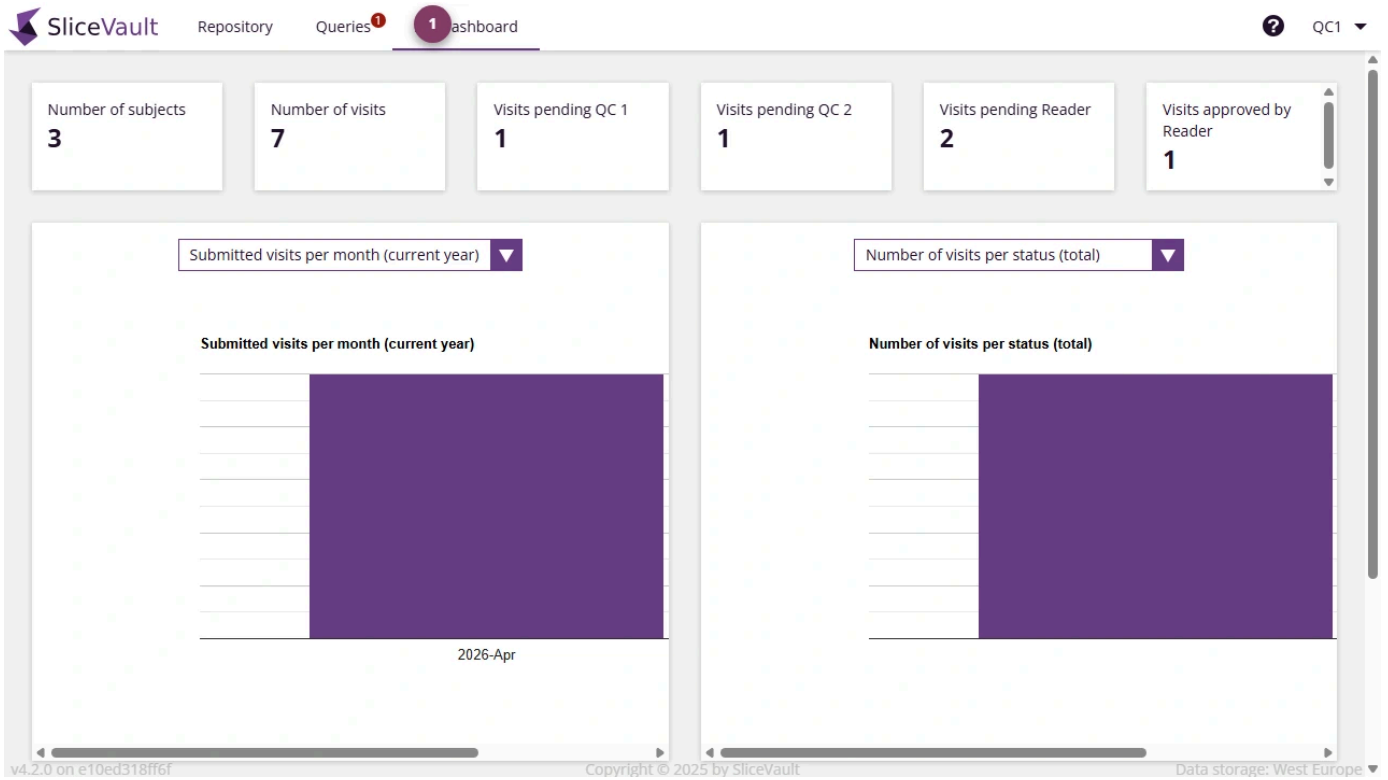
- Project Managers
- Monitors
- Quality Control Managers or oversight users with KPI access

What Problem It Solves

The KPI Dashboard provides aggregated operational metrics and lets users drill down into site-level or visit-level performance.

How to Open It

Click **KPI Dashboard** from the top navigation bar.



1. Use **1** to open the KPI Dashboard from the main navigation.

Use it to track study performance, evaluate compliance, and identify where follow-up may be needed.

Related Add-ons

- [Need AI-Assisted QC?](#)
- [Need to Update Eligibility?](#)

APPENDIX: ADD-ON FEATURES

www.support.slicevault.com/add-ons/eligibility

Need to Update Eligibility?

Access note: This feature is only visible when the relevant add-on has been enabled for the study and assigned to your user account. If you cannot see it, contact your Trial Administrator or main study contact. Trial Administrators can review add-on access in [Edit User Access](#) (online).

Use **Eligibility** when the study needs a visible and communicated eligibility decision for a patient.

Typical Users

- Quality Control Managers
- Project Managers
- Other roles with the eligibility permission

What Problem It Solves

This feature allows authorized users to update a patient's eligibility status directly from the repository and automatically notify relevant study participants.

How to Use It

Click the patient ID in the patient list and select the correct eligibility status from the dropdown.

Patient

Patient ID 01-001

Eligibility Not determined/not applicable

Enrollment status Enrolled

REMOVE PATIENT SAVE

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1. Use **1** to choose the patient's eligibility status.

Once the status changes, SliceVault sends an email notification to the site investigators and other relevant participants.

Related Add-ons

- [Need Study Metrics?](#)
- [Need to Override Visit Workflow?](#)

APPENDIX: ADD-ON FEATURES

www.support.slicevault.com/add-ons/dicom-push

Need to Push Images to PACS?

Access note: This feature is only visible when the relevant add-on has been enabled for the study and assigned to your user account. If you cannot see it, contact your Trial Administrator or main study contact. Trial Administrators can review add-on access in [Edit User Access](#) (online).

Use **DICOM Push** when data should be sent directly from SliceVault to a configured DICOM server or PACS instead of being downloaded manually.

Typical Users

- Quality Control Managers
- Readers
- Other roles with the *Sync to PACS* permission

What Problem It Solves

DICOM Push provides a direct export route from the Visit Dashboard into an external imaging endpoint.

How to Use It

1. Open the relevant visit.
2. Click **Push visit to DICOM server** from the Visit Dashboard.

Test Site > 01-001 > Baseline

Approved by QC 1

Folder

Documents

Events

Actions

Approved by QC 1

Download visit

Push visit to DICOM server

Delete visit

IMPORTANT NOTICE

To continue, please ensure all required forms are submitted. Click on the preview image to complete the form

BACK PREVIEW IMAGE

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1. Use **1** to start the DICOM Push action for the visit.

SliceVault will then transfer the DICOM data for that visit to the configured destination.

Related Options

If you only need a local export, use the standard download functions instead of DICOM Push.

APPENDIX: ADD-ON FEATURES

www.support.slicevault.com/add-ons/visit-administration

Need to Override Visit Workflow?

Access note: This feature is only visible when the relevant add-on has been enabled for the study and assigned to your user account. If you cannot see it, contact your Trial Administrator or main study contact. Trial Administrators can review add-on access in [Edit User Access](#) (online).

Use **Visit Administration** when a visit must be corrected in a way that bypasses the normal workflow restrictions.

Typical Users

- Quality Control Managers
- Project staff with elevated operational permissions

What Problem It Solves

This add-on provides administrative tools for correcting visit-level errors, moving data, or overriding workflow state when the standard process is not sufficient.

The screenshot displays the SliceVault web application interface. At the top, there are navigation tabs for 'Repository', 'Queries' (with a notification icon), and 'KPI Dashboard'. The main content area shows a breadcrumb trail: 'Test Site > 01-003 > Baseline'. Below this, there is a 'Pending Reader' section with a green progress bar. A dropdown menu is open, showing options: 'Change Visit', 'Move Images', 'Change Status', 'Unlock Reader Form', and 'Delete Visit'. A red circle with the number '1' is placed over the menu icon. Below the menu, there are sections for 'Folder', 'Documents', 'Events', and 'Actions'. The 'Actions' section includes a 'Pending Reader' dropdown, 'Download visit', and 'Delete visit' buttons. An 'IMPORTANT NOTICE' box states: 'Visit is currently in progress. Please wait until it is ready for your action.' At the bottom, there are 'BACK' and 'PREVIEW IMAGE' buttons. The footer contains version information 'v4.2.0 on e10ed318ff67', copyright 'Copyright © 2025 by Slicevault', and 'Data storage: West Europe'.

1. Use **1** to open the visit administration tool menu from the Visit Dashboard.

Available Tools

Change Visit

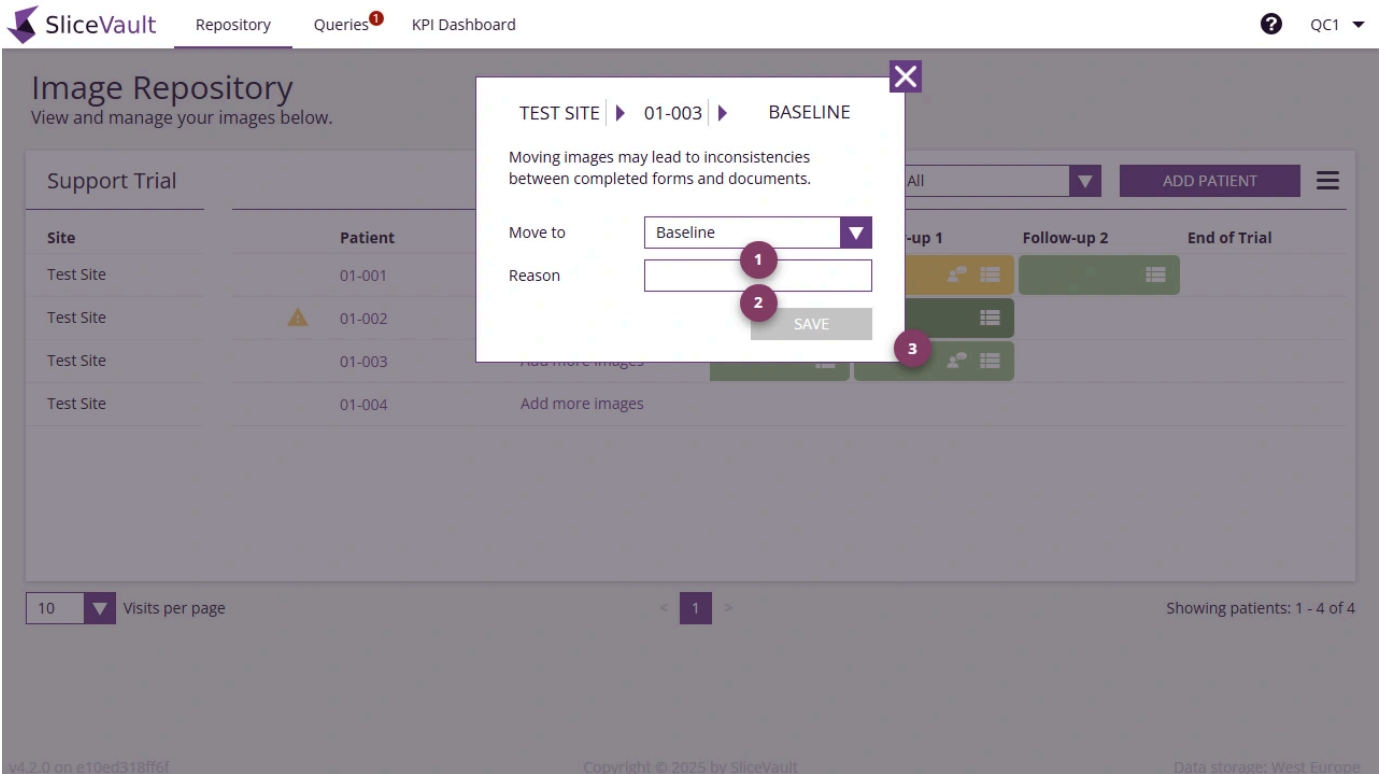
Use this when the entire visit, including images and forms, was assigned to the wrong visit label.

The screenshot displays the 'Image Repository' section of the SliceVault application. A modal dialog is open for patient '01-003' at 'TEST SITE'. The dialog title is 'TEST SITE | 01-003 | BASELINE'. A warning message states: 'Changing the visit may lead to inconsistencies between completed forms and documents.' The dialog contains a 'Change Visit' dropdown menu with 'Baseline' selected, a 'Reason' text input field, and a 'SAVE' button. Three numbered callouts (1, 2, 3) indicate the steps: 1. Select the new visit from the dropdown; 2. Enter the reason for the change in the text field; 3. Click the 'SAVE' button. The background shows a table of patients with columns for Site, Patient, and various visit stages like 'Follow-up 1', 'Follow-up 2', and 'End of Trial'.

1. Use **1** to select the new visit.
2. Use **2** to enter the reason for the change.
3. Use **3** to save the change.

Move Images

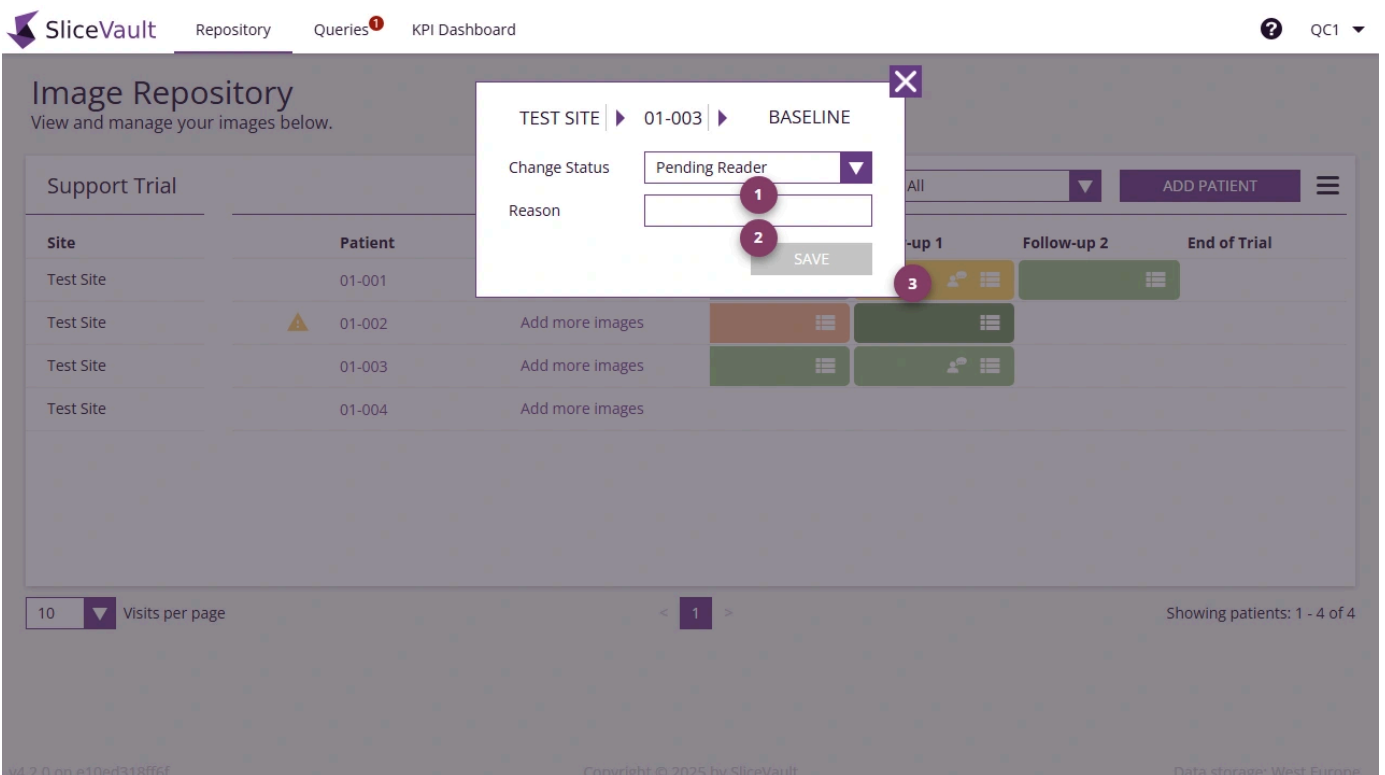
Use this when only the images should move to another visit that already exists.



1. Use **1** to select the destination visit.
2. Use **2** to enter the reason for moving the images.
3. Use **3** to save the move.

Change Status

Use this when the workflow status must be corrected manually.



1. Use **1** to choose the corrected visit status.
2. Use **2** to enter the reason for the status change.
3. Use **3** to save the status update.

Unlock Reader Forms

Use this when a completed Reader form must be reopened for editing.

The screenshot displays the SliceVault interface with the 'Image Repository' section active. A modal dialog titled 'TEST SITE | 01-003 | BASELINE' is open, allowing users to unlock a reader form. The dialog contains a dropdown menu for 'Unlock For' (set to 'Reader 1'), a text input for 'Reason', and a 'SAVE' button. Red callout numbers 1, 2, and 3 highlight these elements respectively. The background shows a table of patient visits with columns for Site, Patient, and visit stages.

1. Use **1** to choose the Reader form that should be reopened.
2. Use **2** to enter the reason for reopening the form.
3. Use **3** to save the unlock action.

Delete Visit or Documents

Use these options only when data must be removed permanently. These actions are destructive and cannot be undone.

Important Notes

- Always record a clear reason when using these tools.
- Verify reports and downstream references after moving data or changing visit assignments.
- Use these options only when the normal workflow cannot solve the problem.

Related Add-ons

- [Need to Change an Image Type? \(online\)](#)

- Need to Update Eligibility?

APPENDIX: VIEWER TROUBLESHOOTING

www.support.slicevault.com/troubleshooting/preview-image-is-missing

Why Is Preview Image Missing?

Use this page when the Visit Dashboard opens but the normal **Preview Image** option is not available.

Typical Causes

- the visit is not yet in the workflow step that allows review
- the visit does not yet contain uploaded data
- the role does not have access to that review step
- the page is showing documents or downloads only for that visit

What to Check

1. Confirm that you opened the correct patient and visit.
2. Review the visit status in the repository.
3. Check whether the visit is waiting for upload, QC, Reader review, or document generation.

Related Pages

- [Visit Dashboard Actions](#) (online)
- [Visit Dashboard Actions](#)
- [Open the Visit Dashboard](#) (online)
- [Why is my form, document, or download missing?](#)

APPENDIX: VIEWER TROUBLESHOOTING

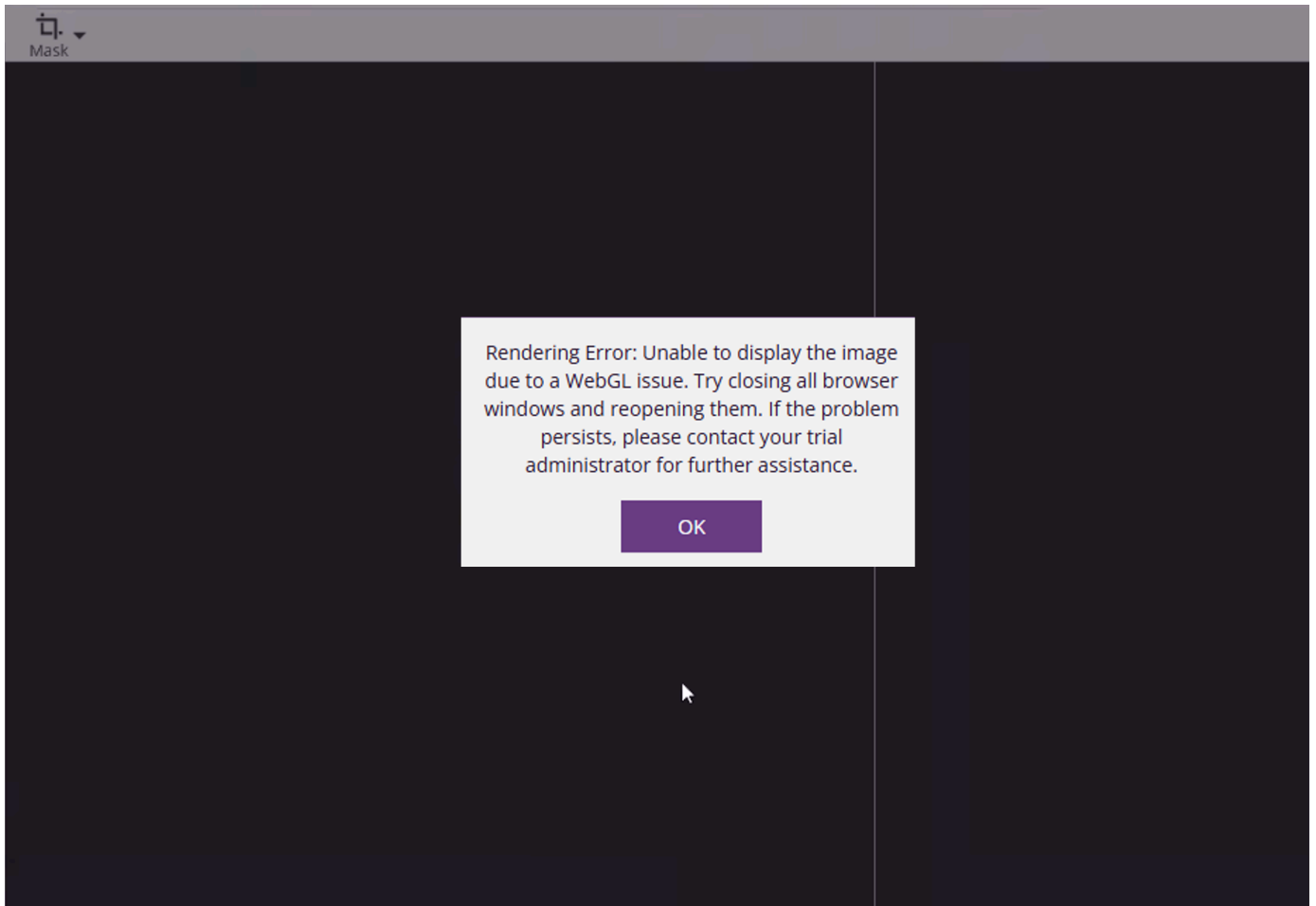
www.support.slicevault.com/general/webgl-rendering-error

Image rendering error (WebGL)

Error message: Unable to display the image due to a WebGL issue. Try closing all browser windows and reopening them. If the problem persists, please contact your trial administrator for further assistance.

Applies to: All modalities viewed in the embedded DICOM viewer.

Typical symptom: the image does not display and a popup reports a WebGL rendering error.



Why this happens

SliceVault's embedded DICOM viewer uses WebGL for GPU-accelerated image rendering inside the browser. WebGL rendering errors occur when the browser or graphics hardware cannot allocate the resources required to display the image.

This is most commonly seen with very large imaging datasets, such as:

- High-resolution images with large X and Y dimensions
- Studies with many slices or additional dimensions (for example dynamic or multi-phase acquisitions)
- Hybrid imaging studies such as PET/CT or PET/MR, where multiple volumes are rendered together

In these cases, client-side limits may be exceeded. When this limit is reached, the browser cannot allocate the required GPU resources and SliceVault cannot display the images.

However, WebGL rendering errors are not caused by a single factor. They can also occur due to other client-side constraints, including:

- Limited available GPU memory
- Integrated or low-end graphics hardware
- Browser-specific WebGL limitations or bugs
- Outdated or unstable graphics drivers
- GPU resources already in use by other applications or browser tabs

In these situations, the image dimensions may technically be within supported limits, but WebGL may still fail to initialize or allocate the required buffers.

How to resolve the issue

1. Restart the browser

Completely close **all** browser windows and reopen the browser. This releases GPU resources that may be held by previous sessions.

2. Reduce GPU load

- Close other browser tabs
- Avoid opening multiple SliceVault viewers at the same time

3. Try a different browser

Test the same study in another modern, up-to-date browser to compare behavior (preferably Google Chrome).

4. Use a system with a dedicated GPU

Dedicated graphics cards typically support larger textures and higher memory limits than integrated graphics solutions.

Tip: If the issue persists, download the image and review it in a dedicated DICOM viewer, which does not rely on browser technologies such as WebGL and is not subject to the same limitations.

Important notes

This issue is client-side and related to browser and hardware limitations. There is typically little SliceVault can do to change this behavior, as it is governed by the user's browser, GPU, and system resources rather

than the SliceVault platform itself. It is not caused by data corruption or ingestion errors, and re-ingesting the study will not resolve the problem.

When to contact support

If the error persists, contact your SliceVault administrator or support team and include:

- Browser name and version
- Operating system
- GPU type if known
- Whether the issue occurs for all studies or only specific ones

APPENDIX: VIEWER TROUBLESHOOTING

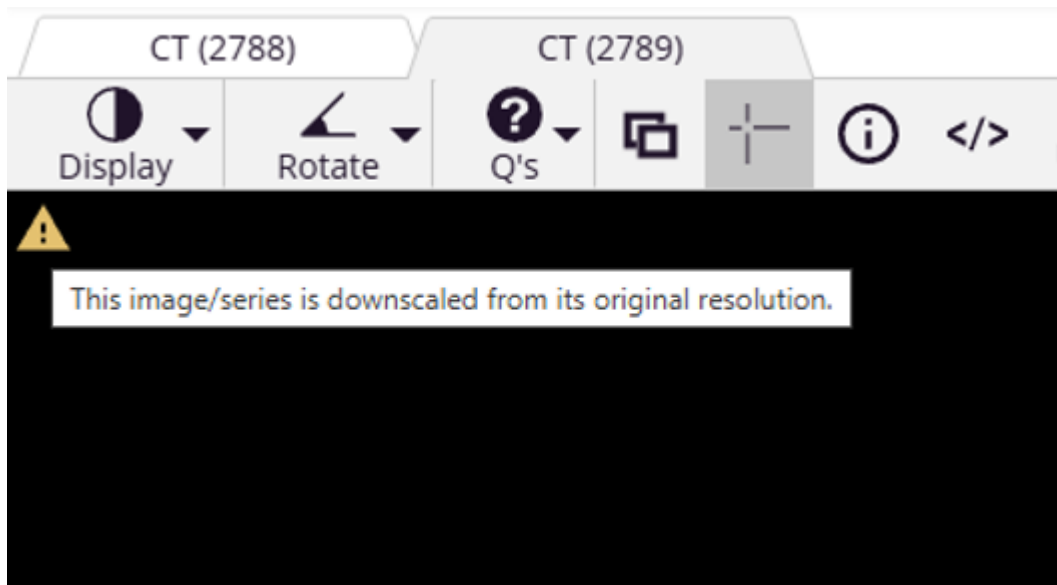
www.support.slicevault.com/general/downscaled_image

Image Downscaled in Viewer

Error message: This image/series is downscaled from its original resolution.

Applies to: All modalities viewed in the embedded DICOM viewer.

Typical symptom: The image is visible but may appear less sharp than expected, and a message indicates that the image has been downscaled.



Why this happens

SliceVault's embedded DICOM viewer runs directly inside the web browser. Browser-based image rendering is subject to memory limits, GPU constraints, and browser-specific restrictions.

To ensure online viewing across systems and browsers, SliceVault may automatically reduce the displayed resolution of large images. This allows the study to remain viewable even when full native resolution exceeds client-side rendering limits.

This is most commonly seen with:

- High-resolution images with large X and Y dimensions
- Studies with many slices
- Multi-frame or dynamic acquisitions
- Hybrid imaging such as PET/CT or PET/MR
- Systems with limited GPU memory or integrated graphics

Downscaling is performed only for browser display purposes and does not alter the stored DICOM data.

Progressive image loading

SliceVault loads images progressively, from lower resolution to higher resolution.

When a study is opened, a lower resolution version may initially be shown while the full dataset is being loaded. During this process, the message: **This image/series is downscaled from its original resolution** may be displayed. Once loading is complete and full resolution is successfully rendered, the message disappears automatically.

When the message remains visible

If the message remains visible after loading has completed, the browser has determined that rendering at full resolution is not possible within available system limits. This is a client-side limitation and may be related to:

- GPU memory limits
- Integrated or low-end graphics hardware
- Browser-specific rendering constraints
- Other applications consuming GPU resources

Important note about downloads

Images downloaded from SliceVault are always provided in their original resolution. Downscaling applies only to browser-based viewing and does not modify, compress, or permanently alter the DICOM files stored in SliceVault.

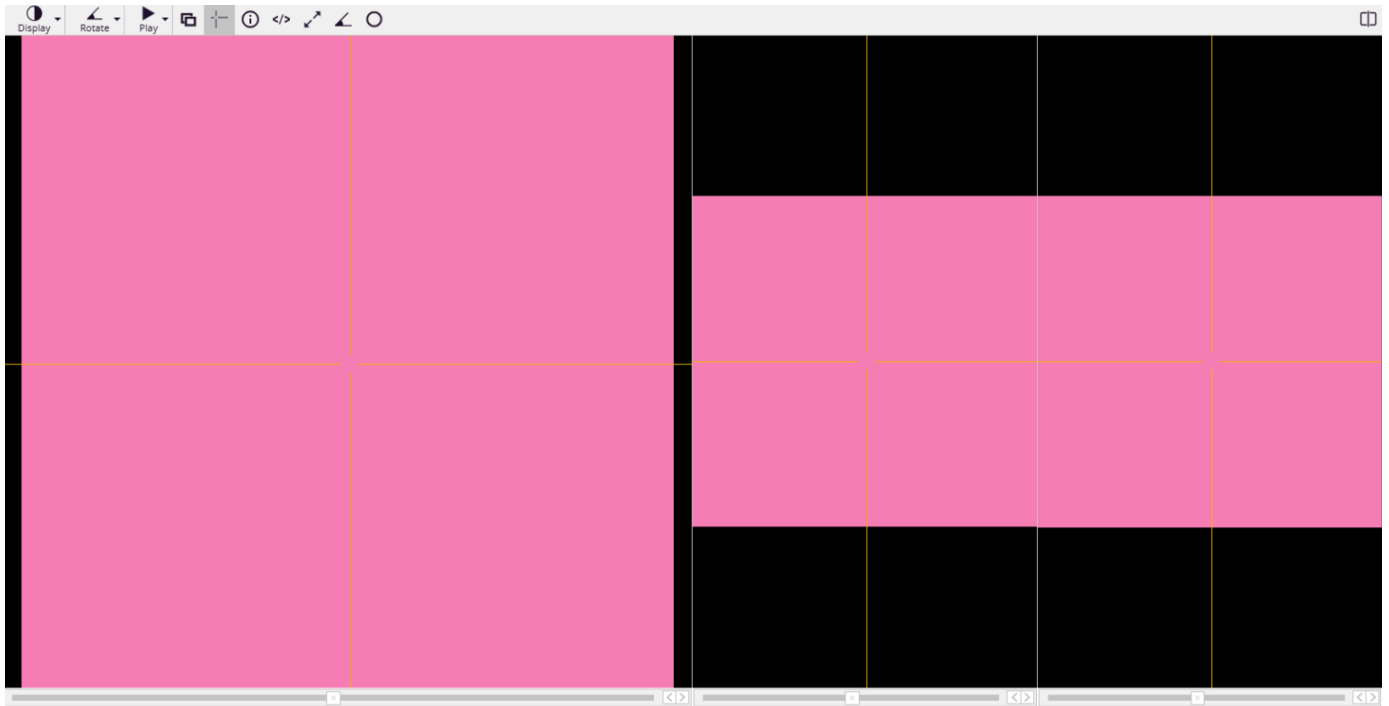
APPENDIX: VIEWER TROUBLESHOOTING

www.support.slicevault.com/general/pet-suv

PET images appear black/red (SUV not calculated)

Applies to: PET/CT and PET/MR

Typical symptom: the PET series looks uniformly dark/black/red, or the intensity scale is locked at 0 because a Standardized Uptake Value (SUV) could not be computed.



Why this happens

SliceVault scales PET data using **SUV_{bw}** (body-weight-normalized SUV).

If SUV cannot be determined, the viewer has no meaningful intensity scale, and the PET series may appear black.

SliceVault determines SUV in two ways:

1. Pre-computed SUV factor (vendor private tag)

Some PET series include a vendor-specific SUV factor, most often seen in scans from Philips Healthcare. SliceVault looks for this in the private tag **(7053,1000)**. When the tag is present, and the fields **(0054,1001) Units** is **CNTS** and **(0018,1075) Radionuclide Half Life** is set, SliceVault decodes the factor and applies it directly.

2. On-the-fly SUV calculation

When no usable pre-computed SUV factor is present, SliceVault calculates SUV_{bw} from standard DICOM fields:

$$SUV_{bw} = \frac{\text{activity concentration (Bq/ml)}}{\frac{\text{injected activity at imaging time (Bq)}}{\text{body mass (g)}}}$$

with decay correction of the injected dose back to imaging time using the **radionuclide half-life**.

DICOM tags SliceVault needs for PET SUV

These tags must exist **on the PET series** (not only the CT):

DICOM Tag	Location	VR	Notes
(0010,1030) Patient Weight	Top level	DS	Value in kilograms
(0008,0031) Series Time	Top level	TM	Used if applicable
(0008,0032) Acquisition Time	Top level	TM	Required if Series Time is not applicable
(0054,1001) Units	Top level	CS	Must be BQML
(0054,0016) Radiopharmaceutical Information Sequence	Sequence	SQ	Contains the fields below
(0018,1072) Radiopharmaceutical Start Time	In (0054,0016)	TM	Time of injection
(0018,1074) Radionuclide Total Dose	In (0054,0016)	DS	Value in becquerels
(0018,1075) Radionuclide Half Life	In (0054,0016)	DS	Value in seconds

If any required tag is missing or invalid (e.g. weight = 0, half-life = 0, dose missing, inconsistent times), SUV calculation fails and the PET series may render black.

How to fix at the source (scanner/export)

- **Enable Radiopharmaceutical Information Sequence** on PET export.
- Ensure **series time**, **total dose (Bq)**, and **half-life (s)** are exported.
- Record **patient weight** before acquisition.
- If your site uses the **vendor SUV factor**, make sure it is exported.
- Avoid anonymization steps that strip PET-specific tags — let SliceVault handle de-identification.