



IMMERSE minutes 17/10/2024
Steering Committee

PRESENT

WP1	Inez Germeys Silke Apers Steffie Schoefs	
WP2	Simon Krause	
WP3	Thomas Ganslandt	
WP4	/	
WP5	Matthias Schwannauer	
WP6	Elisa Lievevrouw	
WP7	Michel Wensing Uli Reininghaus Anton Heretik Zuzana Katrenianova Islay Barne Jessica Gugel Rowena Piers	Joanne Beames Lotte Uyttebroeck Anita Schick Michal Hajdúk Julia Schulte-Strathaus Hoa Nguyen Koraima Sotomayor-Enriquez
WP8	Jeroen Weermeijer	

1. Overview on papers

- a. Updates → cfr. **comments in column O + timeline in column N**
https://docs.google.com/spreadsheets/d/1rhXxnTPt7f6BpuDZcc4RuBHKLYsfyfL7CQSZxoWwS_4/edit?gid=0#gid=0
- b. Start preparing/writing main papers → economic evaluation & other papers depend on this

2. Dissemination/exploitation

- a. Dissemination plan tracker (Jeroen also added this to basecamp)
<https://docs.google.com/spreadsheets/d/1eL5Jw5yAcenCZhUgJf-TGJFG5Nwuf7eetuzWzTYUguE/edit?gid=1596236076#gid=1596236076>
 - i. Dissemination will continue after April 2025
 - ii. Start thinking about conferences, abstracts, ...
 - iii. Make sure we utilize all dissemination opportunities across all sites (e.g. video on IMMERSE from Belgium → distribute in other countries with subtitles/new audio?)
 - iv. Innovation radar: discuss further at exploitation steering group

3. General points

- a. Second periodic report is approved → payments will be made as soon as they are available
- b. Silke will submit the no cost extension amendment on Tuesday October 22.
- c. Ethics: interviews for white paper are almost finished and Luca is looking into meeting with the ethics advisory board
 - i. Suggestions for topics:
 - Medical device regulation?
 - Consent (treatment, using the tool, ..)
 - ii. Last amendment submitted but still deliverable reports on ethics status needed

4. Data availability & codebooks (cfr. Slides by Thomas):

- i. Completeness checks expected to be finished by mid-November
- ii. Validation of the calculated variables should ideally be done by those who will be working with the variables – assign this to a small group of PhD students?
 - How to handle missing cases? → should be assessed by someone who is familiar with the measurements (this will be part of the completeness check)
- iii. Final data collection in March 2025 (last 12 months follow-up) → aim for full dataset to be available in April 2025 (cfr. Deadline submission PhD's)
 - Similar validation process as we went through now
 - Determine firm timeline in one of the upcoming SC meetings
 - a. E.g. close out visit:
 - i. Check of all informed consents already done
 - ii. Check ISF: is this necessary before data release? Or can we check them earlier on?
 - TherapyDesigner can be used till end of March/beginning of April 2025
- iv. When will unblinding happen? → ideally after data-analyses?
 - Protocol doesn't state that analyses should be performed blind
 - Check in with Jan if this is feasible
 - To be further discussed in meeting w Inez, Matthias & Uli