



## **Minimally Invasive Neuroendoscopic Ultra-Early Targeted ICH Evacuation (MINUTE)**

### **Instructions for Non-Trial Case Submission – MINUTE Surgical Training**

#### **Instructions for Non-Trial Case Submission**

Prospective neurosurgeons are required to submit **four consecutive non-trial cases** for review by the Surgical Leadership Committee (SLC). These submissions are used to evaluate **evacuation adequacy, intraprocedural complications, and unanticipated adverse events.**

#### **Eligible Cases**

- Cases must be performed **within the past two years.**
- **Basal ganglia and lobar ICH cases** are acceptable.
- At least one SCUBA case.
- Only **endoscopic procedures using Artemis or NICO Myriad** are eligible.
- Procedures performed using **Surgiscope** will **not** be accepted.

#### **Case Submission Steps**

1. **Download Template**
  - a. Download the submission template on the **WebDCU Training Campus.**
2. **Prepare Cases**
  - a. Compile **four consecutive, non-trial cases within the past two years.**
  - b. Each case must include **three slides** representing the following phases, with associated CT scans:
    - i. **Pre-operative**
    - ii. **Intra-operative**
    - iii. **Post-operative**
  - c. Slides may be copied from the template for each case.
  - d. Clearly label each case (e.g., Case 1, Case 2, Case 3, Case 4).

- e. **Fully de-identify** all patient information.
- 3. Select CT Slides**
  - a. For each phase (Pre-Op, Intra-Op, Post-Op), select **three CT slides**.
  - b. For each phase and each CT scan, select three CT slices that include the clot, ensuring that no two selected slices are adjacent (i.e., there must be at least one slice between any two selected slices).
- 4. Submit Materials**
  - a. Send completed cases to the **Prime Project Manager (PM)** for review.
    - i. Send to: Ally Qi, [ally.qi@mountsinai.org](mailto:ally.qi@mountsinai.org)
  - b. Following SLC review, the PM will issue an **approval form**.
  - c. Upload the **signed approval form** to the **WebDCU regulatory database**.

### Co-Surgeon Policy

- Co-surgeons are allowed for the four required cases.
- Up to 2 surgeons are allowed to work on the same case.
- Prospective surgeons must complete an **attestation form** confirming:
  - All listed surgeons were **present and actively participated** throughout each procedure.
  - The **case number and date** match the associated submission slides.
  - All surgeon names are listed on the slides.
- The attestation form is available on the **WebDCU Training Campus**. Please send it to the **Prime PM**: Ally Qi, [ally.qi@mountsinai.org](mailto:ally.qi@mountsinai.org).