



IR Registry—Steps for participating facilities

1. Register your facility in the National Radiology Data Registry (NRDR)
(See: [How to Get Started with NRDR](#))
 - a. [Sign](#) or [update](#) a participation agreement making sure to check IR Registry.
 - b. Know your NRDR facility ID, login and password.
 - c. The IR registry will require the national provider identifies (NPI) number for each physician participating in the IR Registry.
 - d. Contact: nrdrr@acr.org for questions.
2. Load IR structured report templates into your reporting software
 - a. [SIR structured reporting templates](#).
 - b. Refer to structured reporting initiative [user guide](#) and [video tutorial](#).
3. Identify a workstation or a server for installing [TRIAD site server](#) (SS). This machine must have access to the internal network with the HL7 interface and the external internet.
4. Provide the [TRIAD SS user guide](#) to the person who will be installing TRIAD.
5. Identify the IT person at your institution who handles the HL7 interface.
6. Once steps 1–5 are complete, email nrdrr@acr.org when you are ready to install the TRIAD site server and we will schedule a time for a guided installation. Please specify in your email that this is for the IR registry. The IT person identified in step 4 should be available for the installation.