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: nrdr@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 nrdr@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.