



ALZ-NET Imaging Network Start-up Guide

Welcome

Welcome to the Alzheimer’s Network for Treatment and Diagnostics (ALZ-NET) Imaging Network! Our team is looking forward to partnering with your imaging facility.

Please review the Start-up Checklist below which outlines the ALZ-NET Imaging Facility start-up process that must be completed prior to your facility being activated for participation.

Once all start-up tasks are completed, you will receive an official activation email from alznet-imaging@acr.org and be recognized as a participating imaging facility in the ALZ-NET Imaging Network.

Please do not hesitate to contact the ALZ-NET Operations Team with any questions or concerns. Thank you for your participation in ALZ-NET.

Sincerely,

ALZ-NET Imaging Network Operations Team

American College of Radiology (ACR)
Center for Research and Innovation (CRI)
alznet-imaging@acr.org

Training Materials

- [Welcome to the ALZ-NET Imaging Network Module](#)
- [ALZ-NET Portal Training Guide for Imaging Facility Staff](#)
- [Setting Up TRIAD Instructions](#)
- [Image Upload Instructions](#)
- [Imaging Resources](#)
- [ALZ-NET Protocol](#)
- [Medicare and Billing Information](#)

Network Support

- ALZ-NET Operations Team
Email alznet-imaging@acr.org
- Office Hours via [Zoom](#) (Tuesdays 12-2p EST, Wednesdays 2-4p EST)
- TRIAD Support
Email Triad-support@acr.org
Call 703-390-9858

Start-Up Checklist

Instructions: Complete tasks **simultaneously**. Once complete, your facility status will change to **Active**.

Task	Description	Helpful Tips
Review ALZ-NET Portal Training Guide for Imaging Facility Staff	Day-to-day ALZ-NET Imaging Network operations.	- To set up a protocol training, email alznet-imaging@acr.org .
Add Staff Users to the ALZ-NET Portal	Users who submit imaging data need access to the ALZ-NET Portal.	- Users can only be added by the facility administrator (i.e. person who registered the facility). - See ALZ-NET Portal Training (Slide 7)
Sign the ALZ-NET Imaging Network Contract Agreement <i>(attached to Start-up Email (“ALZ-NET Imaging Network Start-Up: Complete Your Imaging Facility Start-up Tasks”))</i>	Facilities who participate in ALZ-NET need to enter into a Data Transfer Agreement with the American College of Radiology (ACR) who will be storing the images submitted by the facility.	- Fast Track Start-up: If the agreement is acceptable with no changes, please edit the highlighted fields and signature block in the <i>PDF document</i> and return the partially executed document to the contracts team. - Negotiations needed: Add proposed revisions using track changes in the <i>Word document</i> and return a redlined document to the Contracts Team. Contact: alznet-contracts@acr.org
Set up TRIAD/Connect for Imaging Submission and Review Image Upload Instructions	The American College of Radiology’s (ACR) TRIAD or ACR Connect application will be used for uploading brain images.	<ul style="list-style-type: none"> • Setting Up TRIAD for Image Submission in ALZ-NET • Image Upload Instructions • TRIAD Installation and Image Upload Instructions. • Connect Installation and Image Upload Instructions TRIAD Support: triad support@acr.org Connect Support: acrconnect@acr.org
Complete Banking Document*	Facilities receive \$50 for each DICOM image uploaded to TRIAD/Connect.	<ol style="list-style-type: none"> 1. Complete ALZ-NET EFT Form 2. Submit via Box Link.
Complete Tax Document*	Facilities receive \$50 for each DICOM image uploaded to TRIAD/Connect.	<ol style="list-style-type: none"> 1. Complete W9 Form 2. Submit via Box Link.

*Required to receive remuneration for services

FAQS

How do I identify patients who need images uploaded?

The [ALZ-NET Portal](#), which serves as the dementia practice's patient registration platform, is an electronic database that stores patient case ID information and provides the facility with the identifier needed (image accession number listed on the radiology report) to facilitate the upload of patients' images to ALZ-NET. When a case ID is available for image upload, staff members registered in the ALZ-NET Portal will receive an email notification alerting them to upload data. See [ALZ-NET Portal Training Guide](#) Slides 8 and 9.

Can I assign more than one person from my facility to complete ALZ-NET Imaging Network tasks?

Yes. Your facility administrator will be able to add multiple users to the ALZ-NET Portal to complete tasks for ALZ-NET. The facility administrator is responsible for maintaining the list of authorized users at your location. See [ALZ-NET Portal Training Guide](#) Slide 7.

When and how will my facility receive remuneration for image submissions?

Facilities will receive remuneration for images uploaded in the month following image upload. For example, images uploaded November 1st through November 30th would be paid for in December. Facilities will receive remuneration via EFT transfer to the bank account provided on the banking form during the start-up process. Deposits are made as a lump sum amount for the month. Itemized payments can be requested via email to alznet-imaging@acr.org.

What are the benefits of participating in the ALZ-NET Imaging Network?

- **Collaboration Opportunities** - Ability to collaborate and network with dementia practices, healthcare providers and research experts to increase professional recognition and utilization of your radiology services.
- **Exclusive Resources** - Exposure to novel educational materials, scientific findings and work-flow optimization resources developed by ALZ-NET collaborators and partnering organizations (e.g. template radiology reports, ARIA detection).
- **Access to AI Products** - Discounted use of FDA-cleared AI products that aid in the clinical workflow of Alzheimer's disease diagnosis and treatment.
 - icometrix's icobrain products - aiding with early detection, quantification and grading of AD and treatment response (e.g. ARIA).
- **Remuneration** - \$50 per DICOM study for facility's time and effort with the image upload processes.
- **Access to Data** - Streamlined access to structured local data and aggregated de-identified data collected by ALZ-NET. Used for research and/or data-driven insights for quality of care purposes.

How many images will my facility upload in a week?

The number of imaging studies your facility uploads will depend on the number of patient referrals that you receive from participating ALZ-NET participating dementia practices.

Does my facility need to register a reading physician to participate in the ALZ-NET Imaging Network?

No. Physicians are not required to be registered as imaging facility staff to participate in ALZ-NET.