The GY006 IMRT credentialing process is unique and has multiple steps that may take up to approximately 2 weeks to complete.

**Step 1:**

Submit the following

Planning CT with Structure file & PET/CT **exported together from the TPS.** Must select **Test Submission** as *TRIAD submission type and* **Structure Review** *as Time Point ID*

Complete a DDSI form (<http://www.rtog.org/CoreLab/TRIAD.aspx>)

**Step 2:**

After the contours have been approved and the active bone marrow (ABM) contours defined, an email will be sent to you containing the ABM structure file. The IMRT plan will then need to be generated and submitted which includes the ABM structure contours.

NOTE: if your submitted contours were not approved you will receive feedback via an email and resubmission will be required. At the time of resubmission, you must select **Test Submission** as the *TRIAD submission type* and**ReStructure Review** *as the Time Point ID.* Complete a DDSI form (<http://www.rtog.org/CoreLab/TRIAD.aspx>)

**Step 3:**

Submit the complete or final IMRT plan via TRIAD that includes the planning CT with Structure file, Plan File, and Dose File. You must select **Test Submission**as *TRIAD* Submission Typeand**RT Digital Plan** *as Time point ID*.

 Complete a DDSI form (<http://www.rtog.org/CoreLab/TRIAD.aspx>)

**Step 4: KBP**

Within 3 business days of submission of the IMRT plan you should receive back the information on the Knowledge Base Planning (KBP). Your site will need to review and determine if you will re-optimize the original plan using the KBP information provided or not re-optimize the original plan that was submitted and approved.

**If re-optimizing using the KBP:**

Complete the new IMRT plan (utilizing the KBP information) and resubmit the following:

 Planning CT with Structure file, Plan File, Dose File. **Test Submission** as *TRIAD* Submission Type and must select**RT Modified Digital Plan** *as Time point ID* and

Complete a DDSI form (<http://www.rtog.org/CoreLab/TRIAD.aspx>)

Once this has been submitted a dosimetric and clinical review will be done. You will be notified within 24 hours if you can proceed with the treatment of the patient.

**If using the original approved Site Generated IMRT Plan:**

Please send an email to (irochouston@mdanderson.org) stating that the already approved IMRT plan will be used. If this is the case then the patient may proceed with treatment.

Please be certain to adhere to the DICOM Standard Structure List provided in the body of the protocol or resubmission may be necessary, possibly delaying the Credentialing process.

For submission issues please contact Triad Support at 703-390-9858 or Triad-support@acr.org.

 For questions on this review process contact IROC Houston at 713-745-8989 or via email (irochouston@mdanderson.org)

If you do not yet have TRIAD installed at your institution, please follow the link below for further information<http://www.rtog.org/CoreLab/TRIAD.aspx>