

Memo

To: Facilities Applying for Accreditation for any or all of the following modalities:
CT, Ultrasound, MRI, Nuclear Medicine, or PET.

From: Jeffrey C. Weinreb, M.D., Chairman, Commission on Quality and Safety

Date: 5-18-05

Re: Evaluation for Electronic Submission of Clinical Images for Accreditation

As more and more facilities become filmless it has become critical that we develop and implement a method for evaluating electronic images. The increasing use of CDs with embedded viewers to provide images to referring providers and patients seems to offer a good vehicle for this process.

The ACR MRI Accreditation Program has been successful at implementing a method for electronic submission of clinical and phantom images. The ACR has determined that it will extend the option to submit images in electronic format for facilities that are applying for CT, Ultrasound, Nuclear Medicine, or PET Accreditation. For CT accreditation, if you choose to submit electronically, you can only submit the clinical images on CD. The phantom images must still be on film. If you opt to submit images electronically for the aforementioned programs, you will be required to send two CDs with the same clinical cases on each. You must also be able to embed your viewer on the clinical image CDs. The embedded viewer must be able to display the actual scan parameters used for all exams submitted for accreditation review (see attachment for minimum requirements for embedded viewers). If you are interested in submitting images electronically, please follow the alternate instructions for labeling of electronic media found in your testing instructions. For questions about your eligibility to participate in electronic submission of images, please contact the ACR at (800) 770-0145.

Minimum requirements for embedded viewers

Your embedded viewer must have the following attributes in order to send in the CT clinical images electronically:

Basic functionality:

The embedded viewer must include functions of window/level, magnification, region of interest (including measurement of area, pixel mean, pixel standard deviation), and distance measurement.

Image display:

Your viewer must be able to display the following scan protocol attributes for exams submitted for review. However, if the following scan parameters are not available on your PACS system for display, then the information should be entered into the comment area of your system and screen-saved. This extra information should be burned onto the CD as an extra image.

Demographic Information

1. Facility name
2. Patient name (first and last)
3. Patient age or date of birth
4. Patient identification number
5. Date of examination
6. Start time of examination
7. Technologist's identifying information (at least once on exam)
8. Gender of patient

Scan and Display Parameters

9. Left/right labeling
10. mA
11. kVp
12. Pitch (if helical)/rate of table feed
13. Scan time (duration)
14. Series number
15. Image number
16. Size scale (e.g., scored lines indicating centimeters)
17. Slice thickness
18. Table position
19. Window level
20. Window width
21. Contrast use
22. Field of view
23. Reconstruction algorithm
24. Time of day of each scan

NOTE: Once you have created the CDs for submission, you **must** open the images on the CD and check both CDs for accuracy and to make sure all of the minimum requirements listed below are easily available for the reviewers. If your embedded viewer does not meet the minimum requirements and you fail to review the images on the CD before submission to ACR, **your site will fail accreditation.**