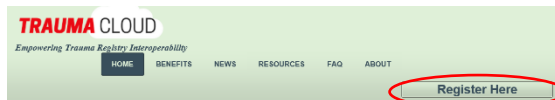


# TRAUMA CLOUD™ REGISTRATION CHECKLIST & INSTRUCTIONS

## 1. TRAUMA CLOUD REGISTRATION - <https://www.traumacloud.com>

**(If you have already registered for the Trauma Cloud™, skip this section and proceed to Step 2.)**

- Go to the Trauma Cloud™ Website at <https://www.traumacloud.com>
- Click on the “Register Here” button



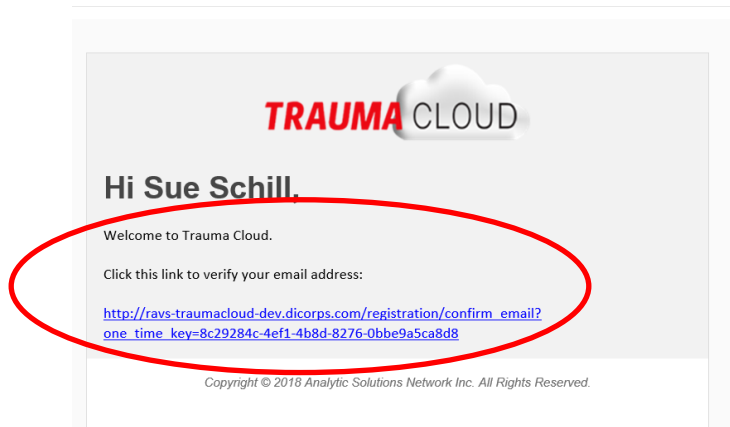
- Complete all sections of the Registration Form
  - Under the <Facility Section>, it is required that you enter your hospital's NTDB ID in the “Facility ID” field and specify “NTDB ID” in the “Facility ID Type” field.
  - Under the <Registration Requests> section, select Register – Vendor Aggregator™.
  - Under the <Contact Information> section, be sure that the Primary Contact is a staff member who will accessing the Vendor Aggregator™ to submit data.

- Upon completion of the form, click the “Submit” Button.

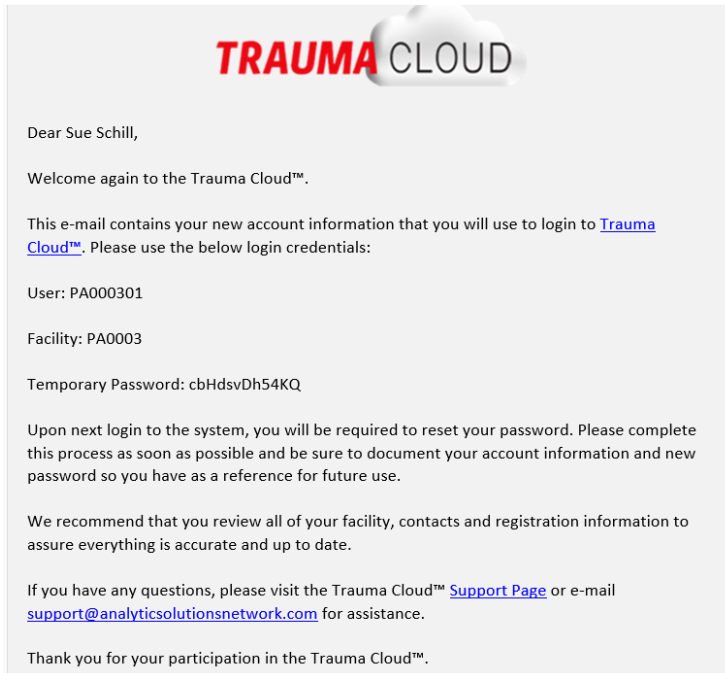


- You will receive an e-mail notification confirming your registration for the Trauma Cloud™. The message will contain an e-mail verification link that you need to click on for verification.

Welcome to Trauma Cloud  
If there are problems with how this message is displayed, click here to view it in a web browser.



- After registration is complete, the Primary Contact will receive an e-mail notification with Trauma Cloud™ Portal Account Log-In information. Please be sure to look for this e-mail correspondence.



## 2. LOG INTO TRAUMA CLOUD™ PORTAL – <https://portal.traumacloud.com>

Upon receipt of log-in details, proceed to the Trauma Cloud™ Portal at <https://portal.traumacloud.com> and complete the following:

Log-in to the Trauma Cloud™ Portal using the account credentials provided to you in the e-mail notification.

**TRAUMA CLOUD**

Sign in to

PA000301

\*\*\*\*\*

PA0003

Login

[Forgot Your Password](#)

The system will require you to change your default password. Be sure to document your new password so you have it for future use.

Change Password

To change your password, first enter your current password. Then choose a new password and click the "Change Password" button.

The following rules apply to passwords:

- **Minimum password length: 8**
- **Number of special characters: 1**
- **Number of upper case characters: 1**
- **Number of lower case characters: 1**
- **Number of numbers: 1**

PA000401

Current Password

New Password

Verify New Password

Change Password

☐ Once you have successfully changed your password, log into the Trauma Cloud™ Portal. This will take you to the home page.

Logout  
Sue Schill  
PA0003: DEF Hospital
TRAUMA CLOUD

Home My Account ▾
Support

## Welcome to the Trauma Cloud™ Portal

*The Trauma Registry Industry's Master Registration System*

**Quick Links**

- [Manage My Facility Profile](#) - Update your facility information and contacts to ensure information remains up to date and accurate over time.
- [Manage My Registrations](#) - Review and update registration profiles for each solution that your organization is interested in using. Supported registration profiles currently include: Trauma Cloud™, Vendor Aggregator™, Vendor Validator™.
- [Vendor Aggregator Registration Process](#) - Detailed instructions on the steps required to gain access to the Vendor Aggregator™. This includes links to download the Data Usage and Business Associate Agreements.

## Support

For any questions or clarifications about the Trauma Cloud™ Registration process, please contact your individual vendor at the addresses listed below:

- CDM - [supporthub@c-d-m.com](mailto:supporthub@c-d-m.com)
- Digital Innovation - [support@dicorp.com](mailto:support@dicorp.com)
- Lancet - [support@lancettechnology.com](mailto:support@lancettechnology.com)
- All other vendors: [support@analyticsolutionsnetwork.com](mailto:support@analyticsolutionsnetwork.com)

For any technical questions or issues regarding Trauma Cloud™ Portal access or functionality, please contact the Analytic Solutions Network at [support@analyticsolutionsnetwork.com](mailto:support@analyticsolutionsnetwork.com).