
Australian Nuclear Medicine Traceability Program

Customer User Guide

The Australian Nuclear Medicine Traceability Program (ANMTP) assists practices administering nuclear medicine-based radionuclides to achieve regulatory compliance by providing measurement traceability to the Australian Standard.

From 2025, ANMTP Registration will be accessed through the ANSTO Service Portal. Users will need to complete a few additional steps, which are outlined in the below guide. These steps only need to be completed once, or if your account has expired.

Customer Process

This guide contains instructions for 3 key tasks.

1. [Request an ANSTO Service Portal account](#) – one-time set up process
2. [Link your new account to ANMTP Services](#) – one-time set up process
3. [Register your interest in ANMTP 2025](#)

We're here to help

If you need further support with your registration, you are welcome to email us with any questions. Alternatively, you can book an **onboarding appointment** for step-by-step support. Contact our team at radionuclidemetrology@ansto.gov.au.

Task 1: Request an ANSTO Service Portal account

Step 1: Sign into the My ANSTO Access Packages

Go to [My ANSTO Access Packages](#). Enter your **official work email**. Click **Next**.

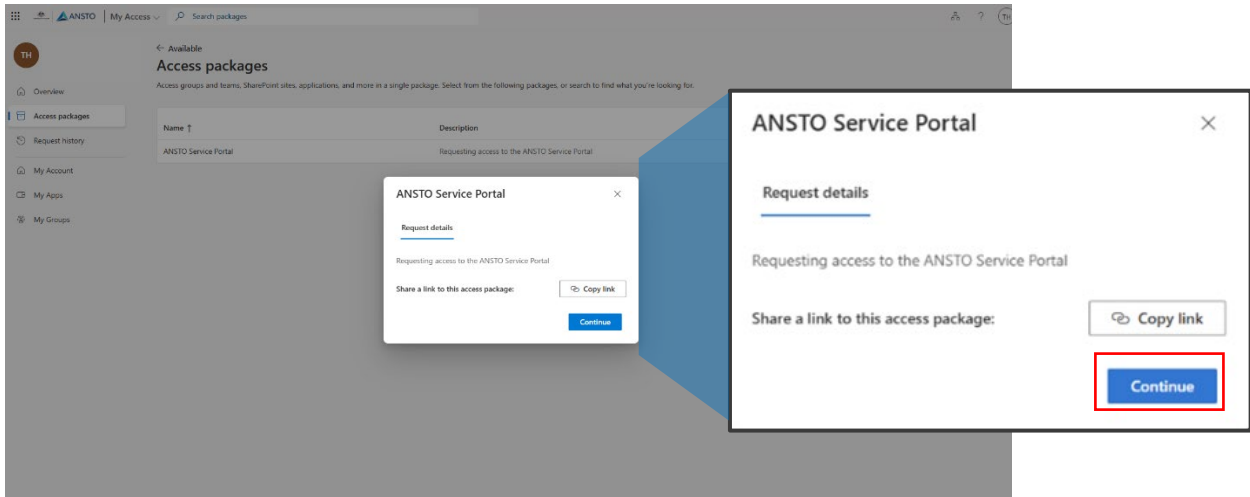


The sign-in screen displays the ANSTO logo and the text "Sign in". Below this is a text input field containing "userid@ansto.gov.au". A link "Can't access your account?" is visible below the input field. A blue "Next" button is highlighted with a red rectangle. At the bottom, there is a "Sign-in options" section with a magnifying glass icon.

Depending on your organisation's settings, you may need to enter your password, validate your account by entering a code sent to your email, authenticate using the Microsoft Authenticator app on your phone. If you experience any issues at this step – please contact our team.

Step 2: Begin Request Process

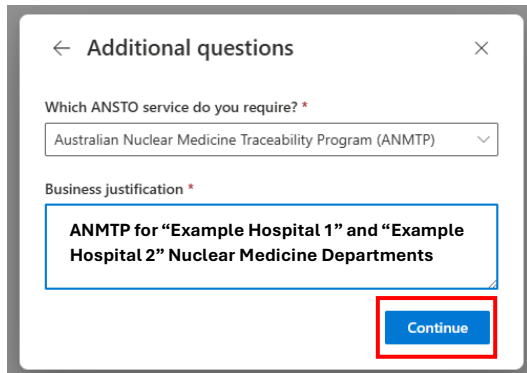
On the My ANSTO Access Packages page, a pop-up window will display to confirm your request for access. Click **Continue**.



The screenshot shows the "Access packages" page in the My ANSTO portal. A table lists the "ANSTO Service Portal" package. A pop-up window titled "ANSTO Service Portal" is displayed, showing "Request details" and "Requesting access to the ANSTO Service Portal". It includes a "Copy link" button and a "Continue" button, which is highlighted with a red rectangle. A larger, semi-transparent version of this pop-up is also shown in the background.

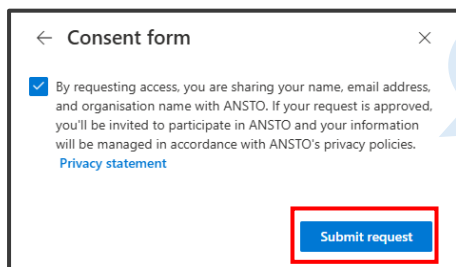
Step 3: Complete additional details

Select the service you require and provide a brief justification **including all hospitals** you are representing that require ANMTP services. Click **Continue**



Step 4: Complete the consent form

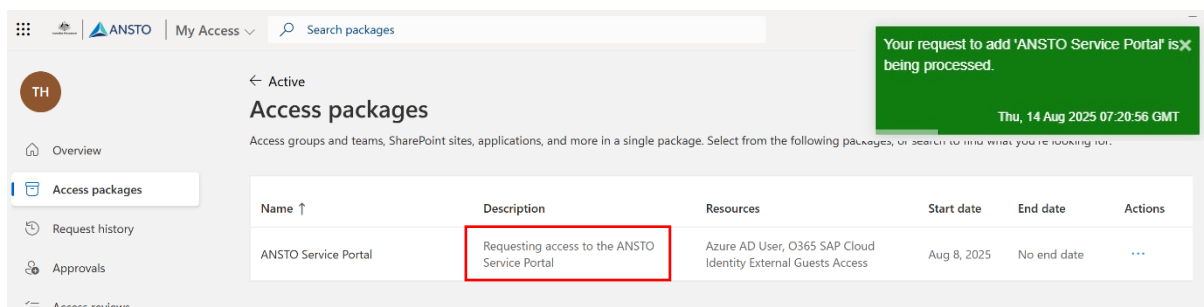
This confirms your consent to sharing your details and your acceptance of our privacy policy. If you wish to view the Privacy statement, right click to open in a new window to avoid having to restart the process.



Right-click on the Privacy statement and open in a **New Window**

Step 5: Your request will be processed

You will return to the ANSTO Access packages page while your request is being processed. **Close this window** while you wait for approval.



Name ↑	Description	Resources	Start date	End date	Actions
ANSTO Service Portal	Requesting access to the ANSTO Service Portal	Azure AD User, O365 SAP Cloud Identity External Guests Access	Aug 8, 2025	No end date	...



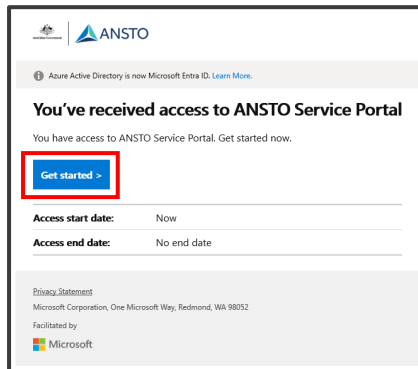
This process may take 45 minutes or up to one business day. Once your request is approved you will receive an email from Microsoft Security – please also check your spam or junk folders.

If you haven't received the email within this timeframe or if you require further support, please contact our team.

Task 2: Link your Service Portal account to ANMTP Services

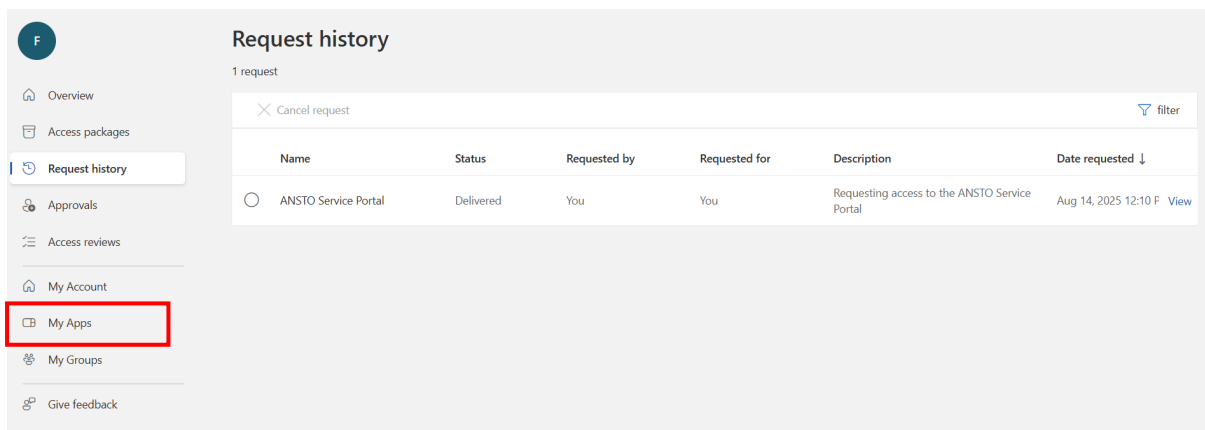
Step 1: Get Started

You will receive an email notification when your ANSTO Service Portal account has been created. Click the link to **Get Started**



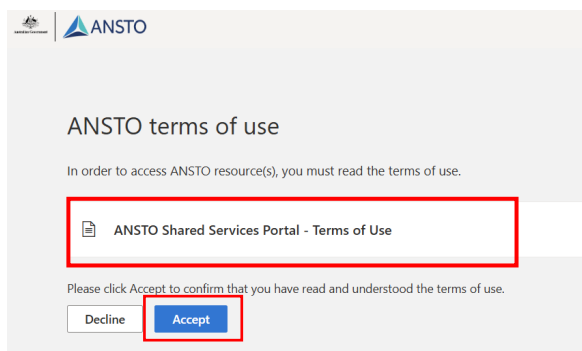
Step 2: Go to MyApps

From the My ANSTO Access Packages page, click the **My Apps** in the menu



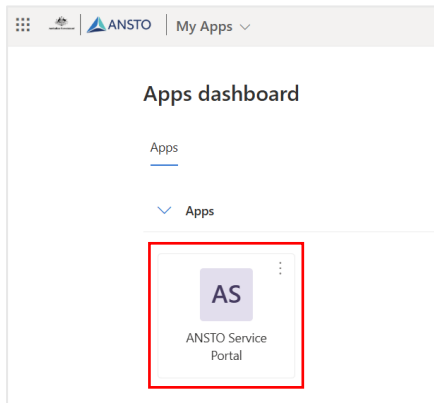
Step 3: Review the ANSTO Terms of Use

Click on the link to review the ANSTO Shared Services Portal – Terms of Use. Then, click **Accept**. You may receive a pop-up window asking if you Trust ANSTO, click **Continue**.



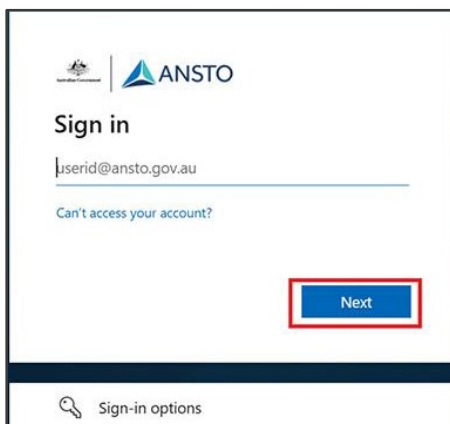
Step 4: Go to the [ANSTO Service Portal](#)

You will see the Apps Dashboard. Click on the ANSTO Service Portal tile.



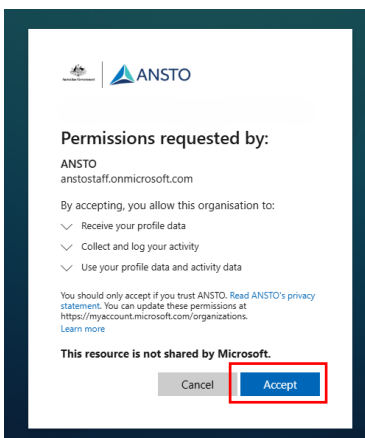
Step 5: Sign in to the ANSTO Service Portal

Enter your **work email**. Click **Next**.



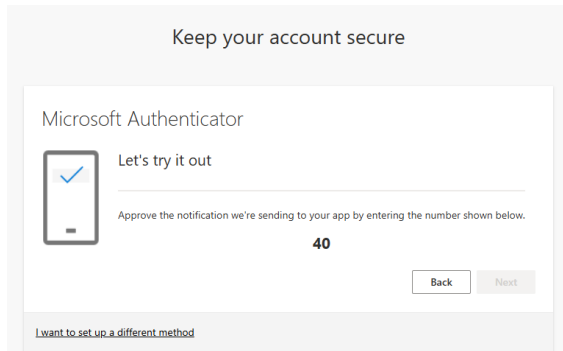
Step 6: Accept ANSTO permissions

Click **Accept**



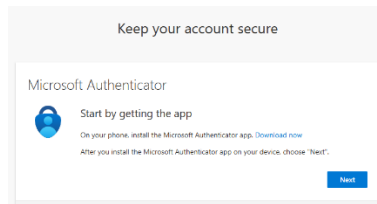
Step 7: Authenticate your account

If your organisation already uses the MS Authenticator App, a code may be displayed on screen. Enter this code into the app on your mobile device to complete the sign-in.

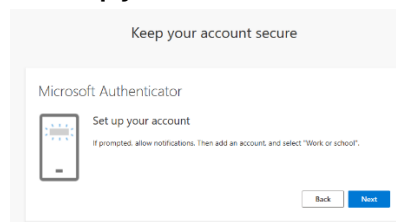


Alternatively, you may need to create a MS Authenticator account by following prompts like the below.

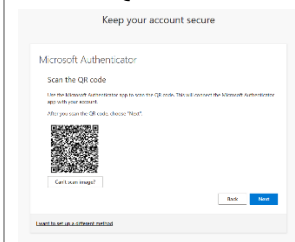
1. Download the App



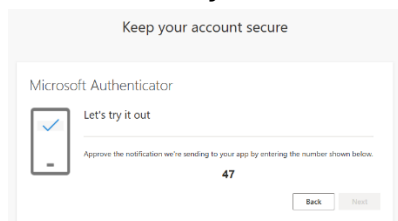
2. Set up your account



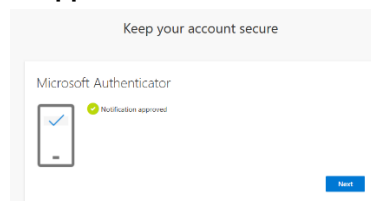
3. Scan QR code



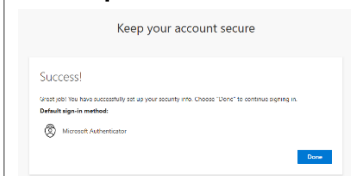
4. Enter code on your mobile



5. Approval



6. Completion

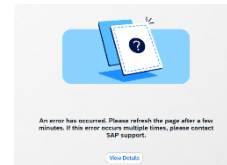


Step 8: Link ANSTO Services

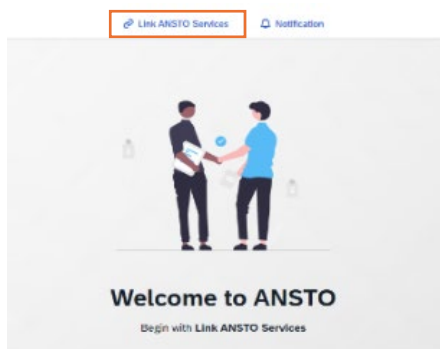
Following authentication, you will be taken to the ANSTO Service Portal.



If you receive this error, please wait a moment for your screen to refresh.



Once you reach the ANSTO Service Portal home page, Click **Link ANSTO Services**.



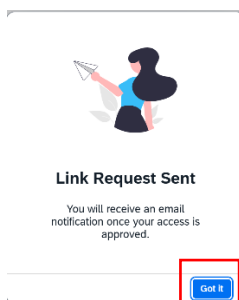
Find ANMTP on the list of ANSTO Services and click Link.



You will receive a pop-up notification to confirm that your link request has been sent.

Click **Got it**. Your request has been submitted to the Radionuclide Metrology team for approval.

Close the Service Portal window while you await your confirmation email.



Step 9 ANMTP Service Linked

You will receive an email notification once the ANMTP Service has been linked to your ANSTO Service Portal account.



Australian Nuclear Science and Technology Organisation

Hi

Your access to the Australian Nuclear Medicine Traceability Program (ANMTP) service has been approved by the administrator.

To access this service, click the link below.

[ANSTO Service Portal](#)

The service tab **Measurement Services** should be accessible in your account.

If this is not the case, please contact radionuclidemetrology@ansto.gov.au for assistance.

Best Regards,

Radionuclide Metrology | [ANMTP](#)



This process may take up to one business day. If you haven't received a notification approving your ANMTP Service Linking within that timeframe, please check your spam or junk folder. If you require further support, please contact our team.

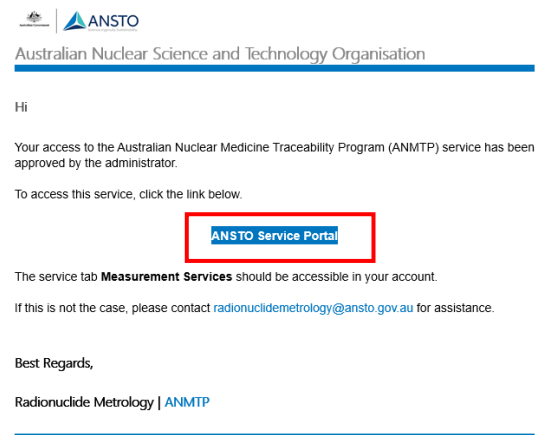
Step 10: Do you need to register for multiple customers (e.g. hospitals?)

If you need to register interest for multiple customers, you do not need multiple ANSTO Service Portal accounts. Please contact our team to link your account to multiple customers.

Task 3: Complete ANMTP Registration of Interest

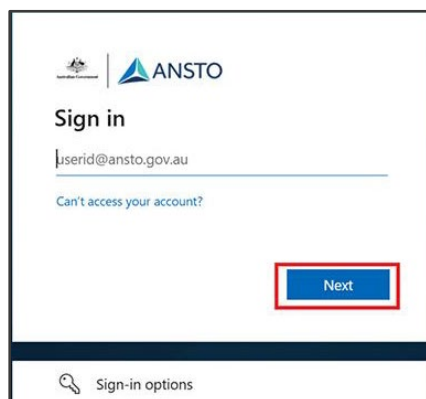
Step 1: Go to the [ANSTO Service Portal](#)

Click on the link in your ANMTP Service Linking notification email.



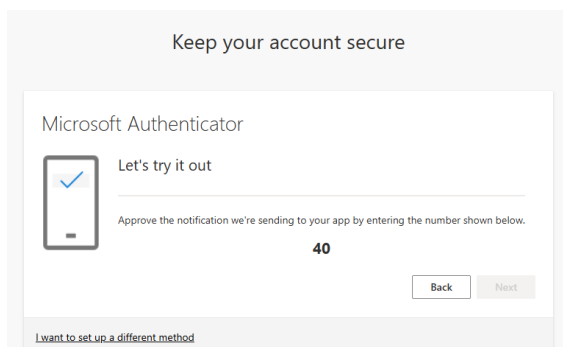
Step 2: Sign in to the ANSTO Service Portal

Enter your **work email**. Click **Next**.



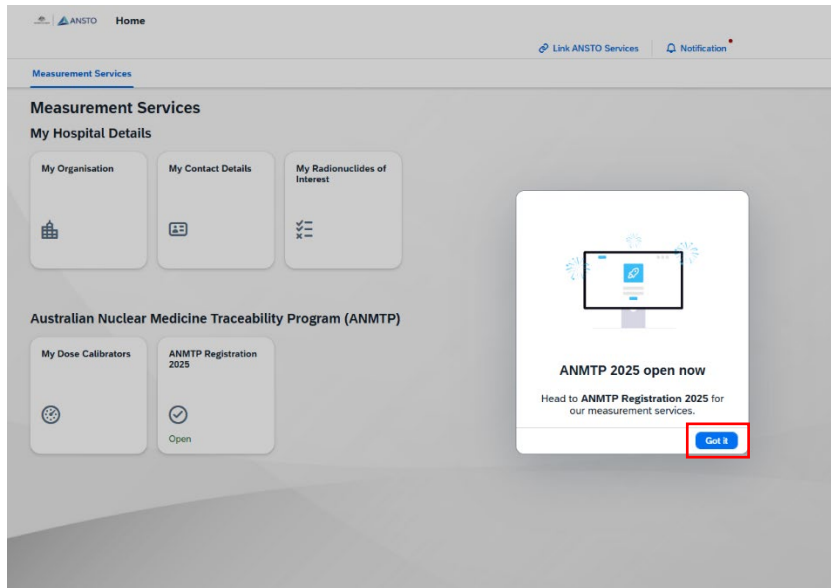
Step 3: Authenticate your account

When prompted, enter the code displayed into the MS Authenticator App on your mobile device to authenticate your account.



Step 4: Access ANMTP on the Service Portal

The ANSTO Service Portal will now display the Measurement Services tab, and a pop-up window will confirm the ANMTP Registration is Open. Click **Got it**.

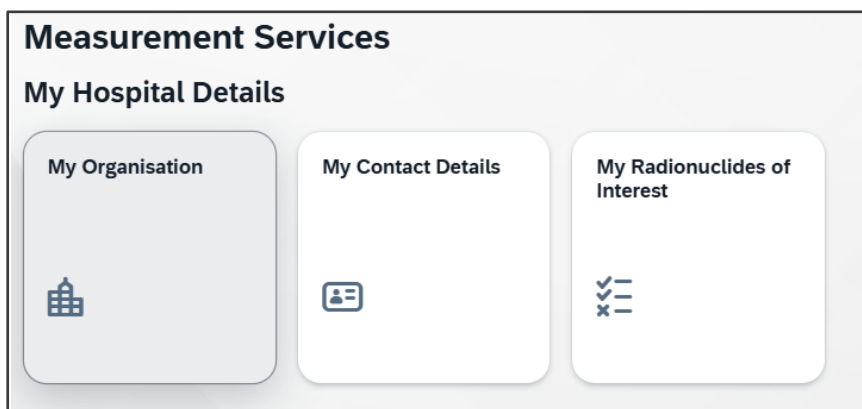


NB: If you have multiple ANSTO Customers (e.g. hospitals) linked to your account, you will see the following window when you log in to the Service Portal. Select the customer and Click **OK**.



Step 5: Check and update your hospital details

There are three tiles you need to click on to review and update your hospital details.



My Organisation

- Check your hospital's name, address, ABN, and Accounts Department contact. If anything needs updating, please email our team.

My Contact Details

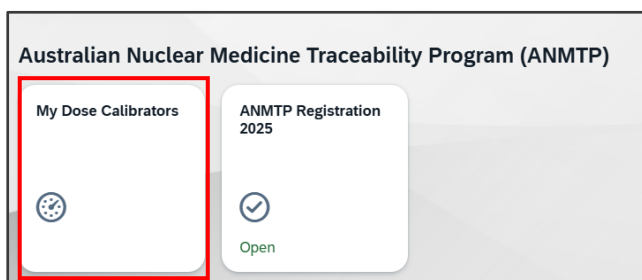
- Review and update your primary and alternative contact information. Please note: these contact details are specific contacts for ANMTP services.

My Radionuclides of Interest

- Select the radionuclides that you are interested in by ticking the checkboxes. If a radionuclide is not listed, you can add it manually.

Step 6: Confirm My Dose Calibrators

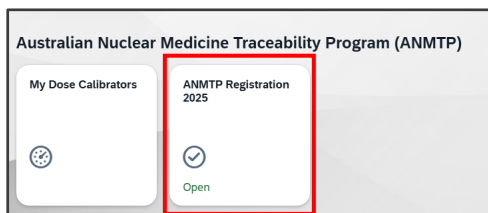
Click on the **My Dose Calibrators** tile to confirm details.



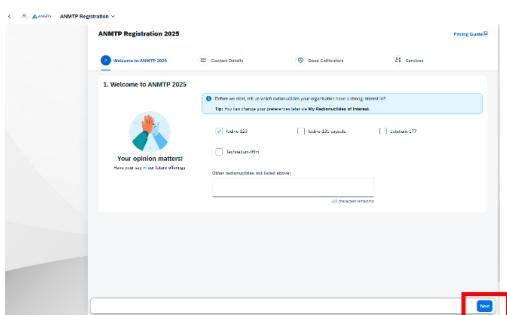
If not already displayed on the screen, enter details for your dose calibrators, including Manufacturer, Model, Year, Serial number. These entries can be edited when required, or a dose calibrator can be decommissioned.

Step 7: Complete 2025 ANMTP Registration of Interest

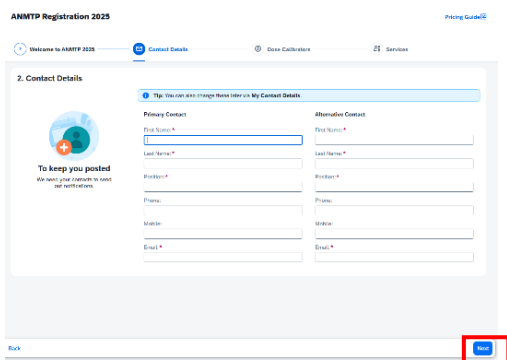
Click on **ANMTP Registration 2025**.



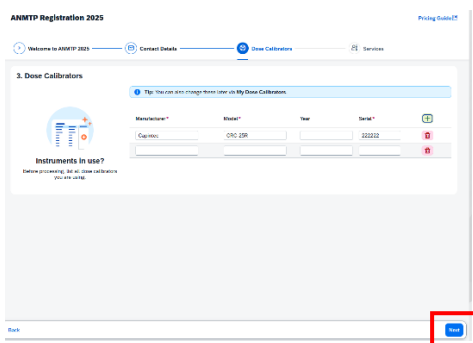
Review your **Radionuclides of Interest** – these will have been updated with any changes you made in previous sections. Click **Next**.



Review your **Contact details** – these will have been updated with any changes you made in previous sections. Click **Next**



Review your **Dose Calibrators** – these will have been updated with any changes you made in previous sections. Click **Next**



To finalise your Registration of Interest:

- View the **Pricing Guide**
- Select your **Services** by ticking the boxes for the required Dose Calibrator and RSS (Radioactivity Standard Source) combinations.
- Check the **Pricing Estimate**
- Click **Submit**.

ANMTP Registration 2025

4. Services

The Radioactivity Standard Sources available under ANMTP 2025 are Iodine-123, Iodine-131 capsule, Lutetium-177, and Technetium-99m. A formal quote will be emailed to you for review and acceptance following registration. An invoice will be sent to your accounts department upon completion of the program.

* At reference time	Iodine-123 100 MBq *	Iodine-131 capsule 600 MBq *	Lutetium-177 5 GBq *	Technetium-99m 500 MBq *
Capintec CRC-25R -251759	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Capintec CRC 25 PET -270415	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Capintec CRC - 59R -555431H	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Capintec CRC - 25R -251762	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Capintec CRC - 25R -251763	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Price Estimate: **\$7750.00** AUD ex GST **Submit**

You will see the following on-screen confirmation and receive a confirmation email. **Thank you for completing your submission.**

A member of our team will be in touch to discuss your requirements and potential measurement schedule. You will then receive a formal quotation via email, with the service confirmed upon your written acceptance.

ANMTP Registration 2025

Price Estimate: **\$4680.00** AUD ex GST

Thanks for registering

Our team will take it from here.

The **My Registration Detail** tab allows you to review the measurement requests you have submitted.

Please email radioisotidemetrology@ansto.gov.au if you wish to make changes to your request.

Also, we kindly ask you to update the below regularly to help us maintain and improve our services to you.

[My Contact Details](#) [My Dose Calibrators](#) [My Radionuclide of Interest](#)