



Complete one form for each user.

### PACS ACCOUNT REQUEST FORM

(Fields with an \* are required)

\*First Name: \_\_\_\_\_

Middle Initial: \_\_\_\_\_

\*Last Name: \_\_\_\_\_

\*Check one:  Physician  Clinical Staff  Office Staff

\*Group Name : \_\_\_\_\_ or Solo Practice:

\*Street Address: \_\_\_\_\_

Address 2: \_\_\_\_\_

\*City: \_\_\_\_\_

\*State: \_\_\_\_\_ Zip: \_\_\_\_\_

\*Phone Number: (\_\_\_\_\_) \_\_\_\_\_

\*Fax Number: (\_\_\_\_\_) \_\_\_\_\_

\*Email Address: \_\_\_\_\_

Office Manager or Practice Administrator:

Name: \_\_\_\_\_

Email: \_\_\_\_\_ (for critical updates regarding AAR Services)

Email Notification: Would you like to receive email notification when orders assigned to you are ready for viewing?  
 Yes  No

Training: Would you like to request a training session?  
 Yes  No

**Fax completed form to the PACS Support Team at 703.321.3300**

A member of the team will contact you with your user name and password and schedule a training session, if requested. If you have a question please contact us at [PACSupport@alexandriaradiology.com](mailto:PACSupport@alexandriaradiology.com) or call 703-824-3240.