







## HOW TO REGISTER OR UPDATE REGISTRATION INFORMATION

X-Ray facility registrations and updates send to [XrayNORS@dhhs.nc.gov](mailto:XrayNORS@dhhs.nc.gov)

Service Provide applications and updates send to [XrayService@dhhs.nc.gov](mailto:XrayService@dhhs.nc.gov)

Billing and Invoicing Questions send to [RPSPayments@dhhs.nc.gov](mailto:RPSPayments@dhhs.nc.gov) or leave voice message at 919-814-2274

<b>REGISTER X-RAY FACILITY</b>  Separate registrations are required for EACH location when equipment is installed within one building, vehicle, under one roof, and are under the same administrative control."	<b>UPDATE X-RAY EQUIPMENT</b>  Complete Equipment Forms or Delete X-ray Equipment Form	<b>UPDATE BUSINESS or CONTACT INFORMATION</b>  Complete Business Application Form	<b>REGISTER A SERVICE COMPANY</b>  	<b>REGISTER A SERVICE COMPANY WITH OTHER SERVICES; Leasing Company, Training &amp; Demo Equipment, Mobile Equipment</b>  
  Complete, Sign, Date *Business Application Form * Equipment Form(s)	<b>CLOSE A FACILITY</b>  Submit E-mail to <a href="mailto:XrayNORS@dhhs.nc.gov">XrayNORS@dhhs.nc.gov</a> and Complete Delete X-ray Equipment Form(s)		Complete, Sign, Date *Business Application Form *Company Services Form *Employee Services Form	Complete, Sign, Date *Business Application Form *Company Services Form *Employee Services Form *Equipment Form(s)

### N.C. X-RAY APPLICATION FORMS

#### [Business Application Form](#)

Completed by X-ray Registrants, Service Providers and Companies

### X-Ray FACILITY EQUIPMENT FORMS

<a href="#">Healing Arts Form</a> Medical, Physicians, Dental, Podiatry, Chiropractic, Veterinary		<a href="#">Non-Healing Arts Form</a> Industrial Radiography, Analytical or Research
<a href="#">Mammography Form</a>	<a href="#">Therapy Form</a>	<a href="#">Delete Equipment Form</a>

### OUT OF STATE X-RAY MOBILE REPORTING FORM

#### [X-ray Equipment Location Form](#)

Required five days before an out of state mobile enters North Carolina

### SERVICE PROVIDER COMPANY FORMS

Service Provider complete [Business Application](#) and following applicable forms

<a href="#">Company Services Form</a>	<a href="#">Employee Services Form</a>
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### Service Provider Additional Reporting Forms for Services or Equipment Provided in N.C.

<a href="#">Report of Install</a>	<a href="#">Disposal /Transfer Equipment Form</a>	<a href="#">X-ray Equipment Location Form</a> <a href="#">Leasing Company, Out of State Mobiles, In/Out of State Training and Demonstrations</a> Required five days before entering and/or providing services in N.C.
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