



## Instructions for Enrollment

*There are 3 pages contained in this Enrollment Packet which need to be completed to enroll for MedRx. Please submit completed documents in a PDF to [Enrollment@OptimumLabServices.com](mailto:Enrollment@OptimumLabServices.com)*

**Lab Account Set-Up Form** – Setup Account to order MedRx Tests (4 pages)

Please complete each field on all pages. **Please provide best phone number (back-office, cell) to reach the Office Manager or contact person for practice.**

Page 1 – Complete Form and provide Authorized Facility Signature

Page 2 – Obtain Signatures from each Provider

Page 3 – Complete Form

## Onboarding Process

1. Facility completes enclosed forms (*listed above*)
2. Facility will receive a welcome email from OLS.
3. Facility will receive an initial supply of Test Kits, shipping bags and labels from Lab.
4. Facility will receive Reports Portal login information from the Lab.