

Section 6. Department Notification Requirements (No Action Required)

If your business will Assemble or provide Rental services for radiation equipment to Arizona customers, notification reports must be submitted to the Department within 15 days of the Assembly/Rental. The report must contain:

For X-Ray Units, submit the following to XRAY@AZDHS.GOV:

- (1.) The name and address of the person possessing the machine that was assembled or installed;
Email and phone is very helpful if available.
- (2.) The manufacturer, model, and serial number of each radiation machine with the tube housing model number and serial number, maximum kVp, and maximum mA, assembled or installed; and
- (3.) The date each machine was assembled or installed, or the first clinical procedure is performed.

NOTE: Electronic submission of either a tabular spreadsheet or Form FDA 2579 will suffice the above reporting requirements.

For Non-Ionizing Units, submit the following to NONION@AZDHS.GOV:

- (1) The name and address of the person possessing the machine that was assembled, installed or delivered;
Email and phone is very helpful if available.
- (2) The manufacturer, model, and serial number of each radiation machine;
- (3) The date each machine was assembled or installed, or the first clinical procedure is performed

NOTE: Electronic submission in a tabular spreadsheet will suffice the above reporting requirements.

Section 7. Web Posting Authorization (Select YES or NO)

Yes No Would you like your business contact information shared in Department Public Notice?

If yes, include an attachment to this application with the following information to be published online:

- i. Business Name (dba).
- ii. Business and/or Mailing Address.
- iii. Phone Number.
- iv. Email Address.
- v. Web Address, if applicable.
- vi. List of services your business provides.

NOTE: if all the above information is not provided with this application, the business information will not be published on the Department website (azdhs.gov/brc). By way of information, the Department only guides members of the public to the published notice and does not provide recommendations or endorsements regarding private individuals or companies.

REFERENCE LINK: [X-Ray Physics / Safety Consultant Public Notice](#)

REFERENCE LINK: [Non-Ionizing Radiation Consultants Public Notice](#)

Section 8. Applicant Signature and Acknowledgement

Print Name			
Signature		Date	

NOTE: A Service Registration does not grant approval as a Qualified Expert. Individuals who wish to be approved as a Qualified Expert must apply for approval using the ADHS Qualified Expert Certification Application Form.

BE ADVISED, Service Registrants are required to maintain issued Registrations current. Service Providers who continue to provide radiation services to Arizona customers under an expired registration will be in violation of Title 9, Chapter 7, of the Arizona Administrative Codes, and may be subject to civil money penalties.

There is **NO FEE** for this application.