

## **Sign up for Paperless Notification from Evolent (formerly NIA)**

To move from a fax documentation request process to an electronic/paperless notification process for your clinical documentation/review requests you can follow these steps:

1. Go to [www.radmd.com](http://www.radmd.com)
2. Click on 'New User'
3. Select the 'Physical Medicine Practitioner' option from the drop down menu asking you to describe your company
4. Complete the remaining fields to create a User Account
5. When you have created your 'Physical Medicine Practitioner' User Account/ID on RadMd; reach out directly to the Evolent Provider Relations team
6. Evolent Provider Relations will link this User Account/ID to enable the paperless notification to come to your email
7. If you already have an account for RadMd under a different company type, you will still need to create an account as a 'Physical Medicine Practitioner' for linkage
  - a. If you already have an account under the 'Physical Medicine Practitioner' company type you can send your existing User ID to Evolent Provider Relations to start paperless notifications