



THIN Online Enrollment Packet

This packet contains the necessary forms for obtaining THIN Online. You should complete each of the four forms listed below. **Complete one set of forms for each site** [separate facility]. Please have the appropriate person[s] complete the information on the forms and return them by fax, using the fax cover sheet provided.

1. Site Information Form

The **Site Contact** should be the person we will call if we need to verify the information (provider numbers, etc.). The **Site Contact** will also be the individual that the setup materials are mailed to. The **Technical Contact** is the person we will call for PC/Network questions.

2. User Enrollment Form

List the Physician Name of Group Name and practice information for each provider for whom you want to access information through THIN Online.

3. Workstation Information Form

Indicate the number of PC workstations on which you wish to use THIN Online. If you do **not** have access to the Internet, each PC workstation **must** meet the requirements listed on Page 4 of this packet, and have the appropriate modem and analog phone line or TCP/IP communication capabilities.

4. Fax Cover Sheet

Use the fax cover sheet at the back of this packet to fax us the complete packet. Once all information is processed and it has been determined that you meet the system requirements, installation and training materials will be mailed to you. Processing time is approximately 5-10 business days.



1. Site Information Form

(Please type or print information clearly)

Site Information

Provider / Site Name

Address

City, State, Zip

Site Contact Information

Name

Title

Phone & Fax

Email

Technical Contact Information

Name

Title

Phone & Fax

Email

For Internal Use Only:

THIN Online Site Number:			
User ID's Assigned:		through	
Date:			
Notes:			

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Revised 03/03



3. Workstation Information Form

**Site
Name:** _____

How many User ID's are you requesting? _____

We typically assign one User ID per person using THIN Online. Sharing User ID's not permitted.

Do you currently have access to the Internet? Yes No

If you answered "yes", you do not need to complete the rest of this page.

If you do not have access to the Internet, you **must** meet the Operating System, Connection, and Web Browser requirements listed below in order to use THIN Online. If you do not have Internet access and do not complete the table below, your enrollment form will not be processed.

Requirement	Tell Us What You Have
Operating System 1. Windows '95 2. Windows '98 3. Windows ME 4. Windows NT 5. Windows 2000 THIN Online will not run on Windows 3.1 or Windows 3.11	

Connection 1. Modem and phone line 2. Modem pool	
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Web Browser 1. Microsoft Internet Explorer 4.0 or later 2. Netscape Navigator 4.0 or later	
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4. Fax Cover Sheet

TO: **THIN Online**
Project Coordinator

FAX: (312) 861-0149

DATE:
FROM:
COMPANY:

OF PAGES:
PHONE:
FAX:

RE: THIN Online Enrollment