

Credentialing Department Checklist

If you're a healthcare provider:

- Submit all requested information. If the information doesn't apply to you, mark it "not applicable."
- Answer all questions, and provide any necessary explanations.
- EProvide your attestation (with your signature and date) and re-attest whenever needed (at least every four months).
- Provide a copy of your CV, including your work history in the month/year format that the materials ask for.
- Provide a copy of your Drug Enforcement Agency and Controlled Dangerous.
- Substances certificates that show you are able to prescribe medications.
- Provide a copy of your malpractice insurance face sheet.
- Provide a summary of any pending or settled malpractice cases.