



REQUEST FOR CREDENTIALING

<p>Credentialing Fee (\$300) *Credentialing will not begin UNTIL payment is RECEIVED.*</p>	<ul style="list-style-type: none"> - Please submit your request to: CODO.PHCredentialing@HCAHealthcare.com. - Include Provider's Name, Title (Degree), Effective/Start Date
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NOTE: AN INCOMPLETE APPLICATION WILL BE PLACED ON HOLD! AN APPLICATION WILL BE DEEMED INCOMPLETE IF ALL REQUIRED ITEMS (LISTED UNDER THE APPLICATION CHECKLIST) ARE NOT RECEIVED.

APPLICATION CHECKLIST

FOR NEW PRACTICES: Please submit the following documents, in addition to the Credentialing Packet/Additional Documents (noted on page 2).

Practice Intake Form	
Contract Selection Form	
W-9	
Messenger Model	*Not required to initiate Credentialing.* Only submit IF you are requesting different rates from the health plans.



CREDENTIALING PACKET

Signed Participation Agreement	
Provider Intake Form	
CAQH Account Management Form	
State Attestation Form	*Signature/Date only good for 180 days. Please sign/date IF copy on CAQH is outside of time frame.*
State Authorization Form	*Signature/Date only good for 180 days. Please sign/date IF copy on CAQH is outside of time frame.*
CO Access: Clinician Staff Update Form	
Rocky Mountain Health Plans	
First Health Workers' Compensation Services Information Form	
MultiPlan Designation of Tax Identification Number Form	
Humana Continuity of Care Form	*For providers with NO ADMIT privileges.*
UnitedHealthcare Non-Disclosure Form	*Only required IF Practice Health is INITIATING the credentialing with UnitedHealthcare.*

ADDITIONAL DOCUMENTS

CV/Resume	*Must be CURRENT & in Month/Year format (MM/YY). Please include explanations for any time gaps.*
Medicaid Provider Enrollment Approval Letter	*Required to initiate CO Access credentialing.*
Professional Liability Insurance/Certificate of Insurance	
CO State License	
CO DEA	
Board Certification	
HealthONE Affiliation Letter	*Specialists: MUST HAVE ADMIT PRIVILEGES AT A HEALTONE FACILITY! (Please see attachment for ALL EXCEPTIONS).

NOTE: If you are a new provider, initial credentialing will typically take 90-120 business days. Once approved, an additional 45-90 business days are needed to load to the contract.



SPECIALTIES THAT DO NOT REQUIRE HEALTHONE HOSPITAL PRIVILEGES

BEHAVIORAL HEALTH
DERMATOLOGY
ENDOCRINOLOGY
ALLERGY/IMMUNOLOGY
OCCUPATIONAL MEDICINE
OSTEOPATHIC MANIPULATIVE THERAPY
PRIMARY CARE: PEDIATRICS, INTERNAL MEDICINE, FAMILY MEDICINE
PEDIATRIC ENDOCRINOLOGY
RADIOLOGY: BASIC-NO; INTERVENTIONAL-YES
REHABILITATION/PHYSICAL THERAPY/OCCUPATIONAL THERAPY
URGENT CARE
THIS EXCEPTION ALSO APPLIES FOR ADVANCED PRACTICE PROFESSIONALS IN THE LISTED SPECIALTIES.

Questions? Please email: CODO.PHCredentialing@HCAHealthcare.com