

Credentialing Checklist

Midlevel's do not require credentialing unless acting as a PCP

Checklist Names	Mid-Level	M.D.	HDO
Credentialing Application: CAQH, Paper App, or HDO Form	✓	✓	✓
South Carolina Paper Apps and All Georgia Apps need Molina Attestation and Release Form	✓	✓	
Malpractice Insurance limits \$1mil/3mil, Midlevel Providers \$200/\$600, Non-Physicians \$1mil/\$1mil	✓	✓	✓
Patient Compensation Fund (if above limits are not met)	✓	✓	
JUA Insurance			✓
Attestation date of application is not more than 135 days old	✓	✓	✓
Work History – 5 years, any Gap of 6 months or more must have explanation	✓	✓	
Credentialing Required Only for Midlevel's acting as a PCP. Protocols for NP's (not dated over 1 year), Supervising Physician must be Cred Complete with Plan for PA's and NP's	✓		
LMSW's - Supervising Provider Verification Form. Supervising Physician must be Cred Complete with Plan	✓		
Behavioral Health Hospital Admission and Crisis Line Form	✓		
Medicaid/Medicare Number or Verification Letter it was applied for. "Facilities Only" - If Medicaid # is pending or not required (Contracting for Marketplace only) OD Form must accompany credentialing request.	✓	✓	✓
Site Visit – PCP/OBGYN (acting as a PCP) for all locations	✓	✓	
Tax ID	✓	✓	✓
NPI (NPPES)	✓	✓	✓
DHEC License#			✓
CLIA (required if billing for laboratory services)	✓	✓	✓
Medicare Certification (If not Accredited, must be Medicare Certified. Must be surveyed by DHEC)			✓
DEA	✓	✓	
CDS	✓	✓	
Pharmacy License			✓