

PROVIDERS CREDENTIALING

Initial Credentialing Checklist



* Please note when using CAQH all supporting documentation must be included or Devon Health will not be able to credential your file in a timely fashion. If you plan on sending Devon Health a hard copy of CAQH, your attestation must be current or you need to sign and date an updated copy of the attestation form.

- For initial credentialing: fully completed PA standard application or CAQH replica type application along with a Devon Health provider agreement.
- If you use pa standard application or have an invalid attestation on CAQH, you must sign and date an attestation/release form (only good for 180 days)
- Detailed explanations or supporting documentation of any of the following issues:
 - Work history gap
 - Disclosure questions
 - Health status questions
 - Malpractice questions
 - A provider's explanation/supporting documentation of their reports on National Practitioner Data Bank (NPDB)
 - Approval letters from the PHP program (if needed)
- Valid copy of your medical license for each state in which physician practices
- Valid copy of your DEA license for each state in which physician practices
- Valid copy of CDA/CSA license if applicable for the states in which physician practices
- Valid insurance facesheet
- Education/work history process – all dates on application and CV should be MM/DD/YYYY
- Devon Health board certification status form



For More Information

Provider Relations Department

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