

1.2.4 (a): Credentialing Standards for Individual Practitioners

Credentialing Standard	Verification Method	Clean File Criteria	Required for Initial Credentialing	Required for Re-Credentialing
<p>Completed universal credentialing application within the Customer Relationship System or current SWMBH Individual Practitioner Credentialing Application as applicable, signed and dated by the individual practitioner that attests to the following:</p> <ul style="list-style-type: none"> • Lack of present illegal drug use; • History of loss of license, registration, certification, and/or felony convictions. • Any history of loss or limitation of privileges or disciplinary action. • Accuracy and completeness of information in the applications; and • Ability to perform the essential functions of the position with or without accommodation. 	<p>Review of completed Individual Practitioner Credentialing Application and any relevant addenda concerning: The reasons for inability to perform essential functions;</p> <ul style="list-style-type: none"> • Lack of present illegal drug use. • History of loss of license. • History of loss or limitation of privileges. • Current malpractice coverage that was not provided with the application and signed attestation. 	<p>Complete, signed and dated application with no positively answered attestation questions.</p>	Yes	Yes
<p>Criminal history and National and State sex offender registry checks.</p>	<p>ICHAT: https://apps.michigan.gov Michigan Public Sex Offender Registry: https://mspsor.com National Sex Offender Registry: http://www.nsopw.gov</p>	<p>No results.</p>	Yes	Yes
<p>Evaluation of the individual practitioner's work history for the prior five (5) years, with each gap in work history of six (6) months or more clarified in writing by the practitioner.</p>	<p>Review of credentialing application, with any gaps of six (6) months or more explained in writing.</p>	<p>N/A</p>	Yes	Yes
<p>Licensure or certification, and in good standing.</p>	<p>Primary source verification made directly with the state licensing agency website (LARA for Michigan – http://w3.lara.stat.mi.us/free/)</p>	<p>Current valid and unrestricted license to practice in the state of</p>	Yes	Yes

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	<p>SPECIAL NOTE FOR PHYSICIANS:</p> <ul style="list-style-type: none"> The American Medical Association (AMA) or American Osteopathic Association (AOA) physician profile information may be used as the primary source for licensure, board certification, and education verification for physicians. 	Michigan; and No state sanctions or restrictions on licensure in the past ten (10) years.		
Board Certification, or highest level of credentials attained, if applicable, or completion of any required internships/residency programs or other postgraduate training.	Primary source verification directly with the applicable certification board. Because medical specialty boards verify education and training, verification of board certification fully meets the requirement for verification of education.	N/A	Yes	Yes
If a practitioner is NOT Board Certified - Verification of education	<p>Official transcript of graduation from an accredited school; and/or LARA license; and/or Verification via the National Student Clearinghouse: https://www.studentclearinghouse.org</p> <p>SPECIAL NOTE:</p> <ul style="list-style-type: none"> The Educational Commission for Foreign Medical Graduates (ECFMG) may be used to verify education of foreign physicians educated after 1986 (for practitioners who are not board certified and verification of completion of a residency program or graduation from a foreign medical school are not verifiable with the primary source). 	N/A	Yes	Yes
Primary source verification of the past five (5) years of malpractice lawsuits, judgments, or settlements.	<p>National practitioner Databank (NPDB)/HIPDB query and a written description of any malpractice lawsuits and/or judgments or settlements within the last five (5) years provided by either the practitioner or their malpractice carrier.</p> <p>OR</p> <p>In lieu of an NPDB/HIPDB query, verification of ALL of the following:</p> <ul style="list-style-type: none"> Historical checks of criminal convictions related to the delivery of a health care item or service. Historical checks of civil judgments related to the delivery of a health care item or service. 	No malpractice lawsuits or judgments or settlements within the last five (5) years; OR No positive findings on any of the verifications.	Yes	Yes

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	<ul style="list-style-type: none"> Disciplinary status with regulatory board or agency. <p>Medicare/Medicaid sanctions and exclusions (see below)</p>			
The individual practitioner is not excluded from participating in Medicare, Medicaid, or other federal contracts, and is not excluded from participation through the MDHHS Sanctioned Provider List.	<p>CMS Sanctioned Provider List: https://exclusions.oig.hhs.gov</p> <p>MI Sanctioned Provider List: www.michigan.gov/MDHHS</p> <p>(Providers>Information for Medicaid Providers>List of Sanctioned Providers)</p> <p>System for Award Management (SAM): https://sam.gov</p> <p>**Checked during initial credentialing and monthly thereafter via monthly sanctioned provider screenings.**</p>	<p>Initial Credentialing: Practitioner is not listed as excluded or sanctioned.</p> <p>Recredentialing: Monthly sanctioned provider monitoring results from initial credentialing through recredentialing shows that the practitioner is not listed as excluded or sanctioned.</p>	Yes	Yes
Current professional liability insurance meets the standards defined in the contract.	Copy of current certificate of insurance.	Meets contractual requirements.	Yes	Yes
A quality review is completed at recredentialing.	<p>Documented review of the following:</p> <ul style="list-style-type: none"> Grievances & appeals. Recipient Rights complaints/investigations. Customer services complaints. Program Integrity & Compliance Investigations. MMBPIS or other applicable performance indicators. The most recent annual site review/monitoring report, if applicable. 	Grievances & appeals, recipient rights, and customer services complaints are within the expected threshold given the provider's size; there has been no substantiations of credible allegations of fraud; MMBPIS and other performance indicators substantially meet set standards (if applicable).	No	Yes
The practitioner is enrolled in the MDHHS CHAMPS System.	Verification of CHAMPS enrollment.	Practitioner is enrolled in CHAMPS	Yes	Yes