

	<b>Medical Staff Services Policy &amp; Procedure</b>		Page 1 of 1
	Title: Credentialing Program		
	Department: Medical Staff Services		
	Effective Date: March 12, 2015	Approval Date: August 21, 2023	Approved By: Director MSS

## **POLICY STATEMENT**

National Jewish Health has a robust credentialing program to verify the identity, credentials, and ongoing competence of specific groups of providers with direct patient contact. The types of practitioners currently credentialed through the Medical Staff Services mechanism include physicians (MD, DO, and MBBS), PhD or PsyD Licensed Psychologists, Nurse Practitioners, Physician Assistants, Clinical Nurse Specialists, Certified Registered Nurse Anesthetists, Licensed Practical Counselors, and Licensed Clinical Social Workers.

## **SCOPE**

This policy applies to Medical Staff Services, and any provider who requires credentialing under Medical Staff Services policies.

## **PROCEDURE**

Medical Staff Services processes applications for initial appointment, reappointment, enrollment on delegated-credentialing managed care plans, and inclusion for malpractice insurance coverage in a timely manner, and in accordance with standing Medical Staff Services policies and procedures.

## **OVERSIGHT RESPONSIBILITIES**

Medical Staff Services employees are accountable to the Director of Medical Staff Services. The Director reports to the Chief Medical Officer (CMO) and is also accountable to the Medical Staff President. These two physicians provide oversight of the Credentialing Program.

The Director of Medical Staff Services consults with the CMO, and when necessary, the CMO provides guidance on policy decisions, and helps resolve problems that may arise. The CMO is a member of the Medical Executive Committee.

The Medical Staff President chairs the Medical Executive Committee and consults with the Director of Medical Staff Services to determine process and quality enhancements for the Credentialing Program. The Credentialing Committee is a subcommittee of the Medical Executive Committee, and therefore reports to the Medical Staff President. The Medical Staff President works cooperatively with the CMO and the Director of Medical Staff Services to resolve credentialing, privileging, competence, and behavioral issues related to any provider reviewed through the credentialing process.