NCQA Credentialing Checklist

Basic process for NCQA Standards

Initial	Recred.	
☐	☐	**Completed Application**
☐	☐	**Current Release**
☐	☐	**Current Attestation (All answered w/ explanations for affirmative answers)**
☐		**Education/Professional School** Satisfied if board certified and certification board verifies education
☐		**Training – Internship/Residency (If applicable)** Satisfied if board certified and certification board verifies training
☐		**Fellowship (If applicable)** Satisfied if board certified and certification board verifies training
☐		**ECFMG (If applicable)** NCQA does not require the verification of ECFMG. P&P's will dictate if this is required.
☐	☐	**Board Certification**
☐		**Professional Experience/Work History: Last 5 years**
☐		**Work Gap Explanation: 6 months or more within the last 5 years**
☐	☐	**Current Malpractice/Certificate of Insurance** Current Copy OR can utilize an attestation of dates and amounts of coverage
☐	☐	**Malpractice History: NPDB**
☐	☐	**Licensure:** • Initial: All Active & Inactive licenses • Recredentialing: Active licenses only
☐	☐	**Current DEA**
☐	☐	**Current CDS/CSR**
☐	☐	**Medicare/Medicaid Sanctions: NPDB**
☐	☐	**Other potential payer-specific verifications** • NPI • OFAC • OIG • SAM • State Medicaid Exclusions • Medicare Preclusion List • Medicare Opt Out • Death Master

NCQA requires that health plans have a "well-defined credentialing and recredentialing process for evaluating and selecting licensed independent practitioners to provide care to its members."
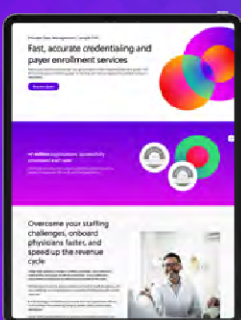
The symplr NCQA-accredited and certified CVO can help you with primary source verification, recredentialing, sanction monitoring, expirable management, and application management.

Visit symplr CVO