**TO:** Colorado State Board of Health

**FROM:** George Dikeou, Chairman Health Care Credentials Application Review Committee

**DATE:** July 20, 2016

**RE:** Request for a Rulemaking Hearing

Proposed Amendments to the Colorado Health Care Professional Credentials

Application, 6 CCR 1014-4

The Application Review Committee (Committee) is mandated by statute to meet at least once a calendar year to receive input from the public as well as consider changes to the Professional Credentials Application (Application). The committee met on November 4, 2015 and recommended the noted changes to the Board of Health and requests that these adopted changes be made to the application.

Al Schwindt and I are happy to address any questions or concerns you may have about the Application and the proposed Amendments. Thank you for your consideration and cooperation.

Because yellow highlight was previously used to assist to identifying the proposed changes to the application, green highlight has been used to identify changes since the request for rulemaking presentation.

## STATEMENT OF BASIS AND PURPOSE AND SPECIFIC STATUTORY AUTHORITY

for Amendments to Colorado Health Care Professional Credentials Application 6 CCR 1014-4 July 20, 2016

#### Basis and Purpose.

The Health Care Credentials Application Review Committee, per § 25-1-108.7, C.R.S, recommends the Colorado Health Care Professional Credentials Application be amended as indicated on the revised document to clarify possible confusing language and address any inconsistencies.

The vast majority of the changes relate to formatting, correcting typographical errors and <u>updating or</u> clarifying the application form. The substantive changes are:

- Section XII, Question C is being spilt into two questions. The recommendation came from the representative of CAMSS, the Colorado Association of Medical Staff Support and the committee agreed with the question. These are the people who work at the hospitals and health plans doing credentialing. This revision allows for more focused responses for the reasons for a voluntary resignation, termination or surrender of privileges or employment.
- Supplemental B. Questions 1 and 2. These questions were modified after a full Committee discussion with a representative from the Colorado Physicians Health Program (CPHP). CPHP does not "treat" physical or mental problems. It does however "monitor" compliance with recommended treatments. This revision clarifies the role of CPHP in verifying physician ability to practice safely by adding the word "monitoring" and clarifying language so that applicants can more readily answer questions about their ability to practice safely.
- Supplemental B. Question 4. These questions were modified to more accurately determine the
  T.B. status of an applicant. This question was modified so that a more complete status report of
  current TB conditions would be received from the applicant. This will allow more reasonable
  hospital and other credentialing organizations response to the possible risk of T.B. infection to
  patients. This language was revised since the request for rulemaking presentation to incorporate
  feedback from the Department.
- Supplemental B. Question 5. This section was added to accurately reflect the current CDPHE requirements related to flu vaccinations for health care workers. This language was revised since the request for rulemaking presentation to incorporate feedback from the Board of Health.

The Review Committee requests a December 15, 2016 effective date. This provides time for the application to be updated and communicate the changes to the community.

These rules are promulgated pursuant to the following statutes: § 25-1-108.7, C.R.S.			
SUPPLEMENTAL QUESTIONS			
Is this rulemaking due to a change in state statute?			
Yes, the bill number is; rules are authorized required.			
X No			

Is this rulemaki	g due to a federal statutory or regulatory change?
_	Yes
-	_X No
Does this rule in	orporate materials by reference?
-	Yes
-	_X No
Does this rule c	ate or modify fines or fees?
-	Yes
	X No

#### **REGULATORY ANALYSIS**

for Amendments to Colorado Health Care Professional Credentials Application 6 CCR 1014-4 July 20, 2016

1. A description of the classes of persons who will be affected by the proposed rule, including classes that will bear the costs of the proposed rule and classes that will benefit from the proposed rule.

Health care professionals who are registered, certified or licensed by the state of Colorado, who are practicing or intend to practice and subject to credentialing are affected and will benefit by the proposed changes. There are no anticipated costs associated with these changes.

2. To the extent practicable, a description of the probable quantitative and qualitative impact of the proposed rule, economic or otherwise, upon affected classes of persons.

All changes are intended to provide clarification of information and data requested on the application and to provide consistent formatting of the document for easier understanding and use.

3. The probable costs to the agency and to any other agency of the implementation and enforcement of the proposed rule and any anticipated effect on state revenues.

None.

4. A comparison of the probable costs and benefits of the proposed rule to the probable costs and benefits of inaction.

The effort required to update the application is minimal. The benefits of the proposed rule will make for a more user friendly and efficient document for credentialing purposes.

5. A determination of whether there are less costly methods or less intrusive methods for achieving the purpose of the proposed rule.

There are no costs. The changes do not make the rule any more or less intrusive.

6. Alternative Rules or Alternatives to Rulemaking Considered and Why Rejected.

Because of how the statute is written, the application is in rule and thus, any changes to the application must occur with rulemaking.

7. To the extent practicable, a quantification of the data used in the analysis; the analysis must take into account both short-term and long-term consequences.

These recommended changes address the feedback received from health care providers, their various credentialing entities, the Colorado Physicians Health Program and health care professionals. Because professional credentialing is important to the careers of each professional being credentialed, clarity of questions asked, clarity of expected and anticipated answers and wide-ranging understanding of the process governs the Committee in making its recommendations to the Board.

#### STAKEHOLDER COMMENTS

for Amendments to
Colorado Health Care Professional Credentials Application
6 CCR 1014-4
July 20, 2016

### The following individuals and/or entities were included in the development of these proposed rules:

The Application Review Committee is comprised of individuals that represent a statewide association or society of physicians, a statewide association or society of Colorado hospitals, a statewide association or society of health plans, a professional liability insurance carrier that provides professional liability insurance to health care professionals in Colorado, a statewide association or society of Colorado health care medical staff service specialists, and advanced practice nurses. The Committee making these recommendations to you is representative of most, if not all, of the stakeholders who have an interest in the process of credentialing heath care providers in Colorado. The committee is acting on feedback from credentialing entities, applicants and the Colorado Physicians Health Program.

## The following individuals and/or entities were notified that this rule-making was proposed for consideration by the Board of Health:

Including committee members who represent the Colorado Medical Society, the Colorado Hospital Association, the Colorado Association of Health Plans, COPIC Insurance Company, the Colorado Association of Medical Staff Services and Advanced Practice Nurses, also represented and informed of the rule-making are: Jane Berg of JBConsulting; Holly Davis of Longmont United Hospital; Denise Ross and Tommy Lee of Centura Health Physician Group, Suzette Pulliam of UCHealth; Beth Champlin and Roger Caldwell of Kaiser Permanente; Phyllis Murray of SCL Health; Kristi Davis of St. Joseph Hospital; Renee Holmes of University Physicians, Inc., and; Ron Urongse of CAQH. While these are typical attendees at the meeting, notice is sent to various entities and persons who typically attend and have participated in the past or have expressed an interest in the process.

Summarize Major Factual and Policy Issues Encountered and the Stakeholder Feedback Received. If there is a lack of consensus regarding the proposed rule, please also identify the Department's efforts to address stakeholder feedback or why the Department was unable to accommodate the request.

These changes are proposed by the review committee. In the past the committee has asked the Disease Control Environmental Epidemiology Division to review the TB language and we will be doing that again. To date, no major factual or policy issues were encountered. The changes streamline the application and protect the privacy of applicants.

Please identify health equity and environmental justice (HEEJ) impacts. Does this proposal impact Coloradoans equally or equitably? Does this proposal provide an opportunity to advance HEEJ? Are there other factors that influenced these rules?

There are no health equity or environmental justice concerns. The application treats all healthcare professionals similarly and the benefit of uniform credentialing impacts Coloradoans similarly.

Proposed revisions are highlighted in yellow; editorial comments appear in red and are used to identify the nature of the change. The highlighting and editorial comments are not part of the rule. The noted revisions have affected the formatting of this document to cause irregularities and add unintended blank spaces and pages. Upon approval, all formatting changes will be corrected to create a concise and easy to read and use application.

## DEPARTMENT OF PUBLIC HEALTH AND ENVIRONMENT

Adopted by the State Board of Health 00/00/16, effective 12/15/16

## State Board of Health 6 CCR 1014-4

#### COLORADO HEALTH CARE PROFESSIONAL CREDENTIALS APPLICATION

This is the Colorado healthcare professional credentials application. The Colorado legislature has mandated that all health care entities and all health care plans engaged in the collection of information to be used in the process of credentialing of health care professionals use this form (C.R.S. § 25-1-108.7).

This uniform application has been designed to allow each credentialing entity to receive from you core credentialing information needed in common by all of them, without duplication.

THIS UNIFORM APPLICATION HAS BEEN DESIGNED TO ALLOW EACH PRACTITIONER TO COMPLETE A <u>SINGLE FORM</u> WITH CORE INFORMATION FOR SUBMISSION TO EACH CREDENTIALING ENTITY TO WHICH THE PRACTITIONER IS APPLYING. Change to All CAPS. This application need not be used for case specific temporary privileges.

Each credentialing entity may require additional, non – duplicative credentials information, if it is deemed by them to be essential to the completion of their credentialing process.

A healthcare professional by law, means any physician, dentist, dental hygienist, chiropractor, podiatrist, psychologist, advanced practice nurse, optometrist, physician assistant, licensed clinical social worker, child health associate, marriage and family therapist, or any other health care professional who is registered, certified or licensed by the state of Colorado, who practices, or intends to practice, in Colorado, and who is subject to credentialing.

Those credentialing entities that are required to use this uniform application are:

- 1) A health care facility or other health care organization licensed or certified to provide medical or health services in Colorado;
- 2) A health care professional partnership, corporation, limited liability company, professional services corporation or group practice;
- 3) An independent practice association or physician-hospital organization;
- 4) A professional liability insurance carrier; or

5) An insurance company, health maintenance organization, or other entity that contracts for the provision of health benefits.

No State of Colorado licensing or certification board is required to use this uniform application.

The reason Colorado has mandated the use of this uniform application is to reduce health care costs and duplication.

#### COLORADO HEALTH CARE PROFESSIONAL CREDENTIALS APPLICATION

This application form should be used for both initial credentialing and recredentialing purposes. PRIOR TO COMPLETING THIS APPLICATION FORM, PLEASE READ AND OBSERVE THE FOLLOWING:

#### **GENERAL INSTRUCTIONS**

- 1. Please type or print your responses legibly.
- 2. Please note that modification to the wording or format of this Application will invalidate it. Use of any form of correctional fluid or tape is not acceptable.
- 3. All information requested must be FULLY and TRUTHFULLY provided.
- 4. Any changes to your responses must be lined through, initialed and dated. Use of any form of correctional fluid or tape is not acceptable.
- 5. If an entire section does not apply to you, then please check the box provided at the top of that section to indicate that the section does not apply to you.
- 6. If a particular question does not apply to you, then write "N/A" in the answer blank. If there are multiple, repetitive answer blanks in a particular section (as, for example, in the section entitled "Residencies and Fellowships"), it is not necessary to mark "N/A" in each unneeded answer blank.
- 7. Unless *specifically permitted* by a particular question, please understand that a reference to "See CV" for an answer is not appropriate.
- 8. If you need more space to answer a question completely, please attach additional paper. Include the section and page number of the question being answered as well as your name (printed), signature, and date on each additional sheet. Attach all additional sheets to this application.
- 9. After the Application has been completed in its entirety but *before* you sign and date it, MAKE A COPY OF THE APPLICATION TO RETAIN IN YOUR FILES AND/OR COMPUTER FOR FUTURE USE All CAPS. In so doing, at the time of a submission to another Healthcare Entity all Credentialing Entities as identified on Page 1, all you will need to do is to check to ensure that all the information remains complete, current and accurate before signing and forwarding the Application as needed.
- 10. Any gaps of time greater than thirty (30) days from completion of health care professional school to the present date must be accounted for before your Application will be considered complete.
- 11. Please sign and date the Application prior to mailing.
- 12. Please sign and date Schedule A.
- 13. <u>Mail the Application, Schedule A, any attached sheets</u> prepared in order to answer any question(s) completely as well <u>as a copy of all applicable enclosures listed on pages 3 and 26 to the Healthcare Entity to which you are submitting this application.</u>
- 14. Each Entity and its representatives, employees, and agent(s) acknowledge that the information obtained relating to the application process will be held confidential to the extent permitted by law and that they will conform to both HIPAA, ADA and other applicable laws and regulations.
- 15. All signatures *must be* original or electronic equivalent. Stamp signatures are not acceptable.

#### **GENERAL INSTRUCTION – continued**

If requested by your credentialing entity for purposes of credentialing or recredentialing, please include a current copy of the following documents:

- A. State Professional License(s).
- B. Federal Narcotics License (DEA Registration).
- C. All applicants must submit a resume or curriculum vitae, whichever is appropriate, with complete professional history in chronological order (month and year).
- D. Diplomas and/or certificates of completion (e.g., medical school, internship, residency, fellowship, nursing, dental or other healthcare professional school).
- E. Diplomat of National Board of Medical Examiners or Educational Commission for Foreign Medical Graduates (ECFMG) Certificate (if applicable).
- F. Specialty/Subspecialty Board Certification or letter from Board(s) stating your status (if applicable).
- G. Certificate of Insurance.
- H. Military Discharge Record (Form DD-214) (if applicable).
- I. Certificates for Basic Life Support (BLS), Advanced Cardiac Life Support (ACLS), Advanced Trauma Life Support (ATLS), Pediatric Advanced Life Support (PALS) and Neonatal Resuscitation Program (NRP).
- J. CME transcripts/certificates

## COLORADO HEALTH CARE PROFESSIONAL CREDENTIALS APPLICATION FORM

I.	I. Identifying Information Please provide your full legal name.				
Α.	Last Name(include suffix, Jr., Sr	., III): First:	N	fiddle:	Title:
			<u> </u>		<del></del>
В.	Other name used (e.g., maider Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:Name:	] ]	ne)?	From:	To: To: To:
C.	Home Address:				
	City:		State:	Zip: _	
D.	Home Telephone Number:	Cell Phone:	Email Address:		
Е.	Social Security Number:	Place of	f birth:	National Provider Id	entifier <mark>#Number</mark> :

II. Current Practice Setting(s) Use additional copies of this Part II to list any additional practice sites				
A.	Primary Practice Location Name of Clinical Practice:  Clinical Practice Street Address:  City:	Type of Practice Setting: Group/Multi-Specialty Solo Hospital Based Group/Single Specialty Other  Start Date at Location (mm//yy): County: State: Zip:		
	——————————————————————————————————————	——————————————————————————————————————		
	Office Telephone Number: Office Fax N	umber: Patient Appointment Telephone Number:		
	Mailing Address (if different from above):			
	City:	St: Zip:		
	Office Manager/Administrative Contact: Office Manager's Telephone Number: Office Manager's Fax Number: Email Address:	Credentialing Contact: Telephone Number: Fax Number: Email Address:		
	Answering Service Number:	Pager Number:		
	Office Email Address:	Provider Practice Website:		
	Federal Tax ID Number for this Practice Address:			
	Name Affiliated with Tax ID Number:			
Practice National Provider Identifier #Number:  Applicant's Medicare Provider #Number: Applicant's Colorado Medicaid Provider #Number:				
	Office Hours (enter time as HH:mmHour:Minute and indic	rate am or pm for each):		
	Mondayam pm toam pm	Thursday am pm to am pm		
	Tuesday am pm to am pm	Friday am pm to am pm		
	Wednesday am pm to am pm	Saturday am pm to am pm		
		Sunday am pm to am pm		

	anguages: lease list all languages other than English (includir	ıg sign langud	age and type) available i	n this office.
Bi	illing Address – if different from your primary prac	ctice site addr	ess:	
	City:	St:	Zip:	
В	Name of Clinical Practice:		of Practice Setting: G	roup/Multi-Specialty
	Clinical Practice Street Address:	_	oup/Single Specialty	
	City:	Start Date a County:	t Location (mm/yy): State:	
	Office Telephone Number: Office Fax No	umber:	Patient Appointment	Telephone Number:
	Mailing Address (if different from above):			
	City:	St:	Zip:	
	Name of Office Manager/Administrative Contact: Office Manager's Telephone Number: Office Manager's Fax Number:			
	Answering Service Number: Office Email Address:	Pa	ger Number:	
	Federal Tax ID Number for this Practice Address:			
	Name Affiliated with Tax ID Number:			
	Practice National Provider Identifier #Number:			
	Medicare Provider #Number: Colora	ado Medicaid	Provider #Number:	<del></del>
	Office Hours (enter time as HH:mmHour:Minute and indic	ate am or pm for	each):	
	Mondayam pm toam pm	Thursday _	am pm to	_ am pm
	Tuesday am pm to am pm	Friday _	am pm to	am pm
	Wednesday am pm to am pm	Saturday	am pm to	am pm
		Sunday	am pmto	_ am pm

Languages: Please list all languages other than English (including sign	n language & type) available in this office.
Billing Address – if different from your primary practice site of	address:
City:	St: Zip:
III. Call Coverage Please list all persons with whom you have	made arrangement for call coverage.
Not Applicable If not applicable, please explain why:	
Name/Address:	Specialty:
<del></del>	<del></del>
	<del></del>
IV. Licenses/Registrations/Certificates List all state health ca advanced practice registry as well as other relevant numbers, in	
Practice Type–MD, DO, RN, APN etc:	Specialty:
List all sub specialties or areas of interest/emphasis:	
Type of License, Certificate or Registration:	Active
Number: State/Institution:	☐ Inactive/Expired ☐ Pending
Expiration Date (mm/yy): Year Obtained:	Year Relinquished:
Type of License, Certificate or Registration: Number:	Active Inactive/Expired
State/Institution:	Pending
Expiration Date (mm/yy): Year Obtained:	Year Relinquished:
Type of License, Certificate or Registration:	Active
Number: State/Institution:	☐ Inactive/Expired ☐ Pending
Expiration Date (mm/yy): Year Obtained:	Year Relinquished:
DEA Registration Number: Expiration Date (mm/yy): _	
Prescriptive Authority #Number:(PAAPN, NP, CNM, CNS, COM, CNS, CNS, COM, CNS, CNS, COM, CNS, CNS, CNS, CNS, CNS, CNS, CNS, CNS	CRNA only) Date Issued(mm/yy):

V. Education Since High School. Check the appropriate box (i.e., undergraduate, graduate, medical/professional) for each school attended.			
A. Foreign Medical Graduate		☐Not Applicable	
Educational Commission for Foreign Me (ECFMG) Number:	edical Graduates	Date Issued (mm/yy):	
Other: Fifth Pathway Yes No If Yes,	please provide name and	address of institution:	
Date of Attendance: From (mm/ <u>dd/yy</u> yy): _		To:	
<b>B. Education</b> List in chronological order be list additional education other to	0 0	1 0	
Undergraduate	Graduate	Medical /Professional	
Complete School Name:			
Degrees/Certification Received:		Graduation Date(mm/yy):	
Course of Study or Major:			
Address:			
Email:	Telephone #:	Fax <mark>#Number</mark> :	
Dates Attended: From (mm/yy):  Add If no, please attach Explanation Form(s	To:	Program Completed? Yes No	
Undergraduate	Graduate	Medical /Professional	
Complete School Name:			
Degrees/Certification Received:		Graduation Date(mm/yy):	
Course of Study or Major:			
Address:			
Email:	Telephone #:	Fax <mark>#Number</mark> :	
Dates Attended: From (mm/yy):Add If no, please attach Explanation Form(s	To:	Program Completed? Yes No	
Undergraduate	Graduate	Medical /Professional	
Complete School Name:			
Degrees/Certification Received:		Graduation Date(mm/yy):	
Course of Study or Major:			
Address:			
 Email:	Telephone #:	Fax <mark>#Number</mark> :	
Dates Attended: From (mm/yy):	To:	Program Completed? Yes No	

C. Post Graduate Training Check the approxype of training. Use additional copies of this F Applicable		
☐ Internship ☐ Residency	y Fellowsh	ip
Institution Name:		
Address:		City:
State/Country:		Zip:
Dates Attended (mm/yy): From:	To:	Program Completed? Yes No
Add If no, please attach Explanation Form(s).		
Specialty:		Date of Completion (mm/yy):
Name of Program Director:		Fax <mark>#Number</mark> :
Telephone Number:	Email:	
	_	
Internship Residency	y Fellowsh	ip
Institution Name:		
Address:		City:
State/Country:		Zip:
Dates Attended (mm/yy): From:	To:	Program Completed? Yes No
Add If no, please attach Explanation Form(s).		
Specialty:		Date of Completion (mm/yy):
Name of Program Director:		Fax <mark>#Number</mark> :
Telephone Number:	Email:	
☐ Internship ☐ Residency	y Fellowshi	ip
Institution Name:	<del></del>	•
Address:		City:
State/Country:		Zip:
Dates Attended (mm/yy): From:	To:	Program Completed? Yes No
Add If no, please attach Explanation Form(s).		
Specialty:		Date of Completion (mm/yy):
Name of Program Director:		Fax <mark>#Number</mark> :
Telephone Number:	Email:	

<b>D. Other Clinical Training Programs</b> List those the (For example, preceptorship, procedural certificate to list additional clinical training.   Not Apple	te course, etc.). Use additional copies of this part V. D
Institution Name:	
Address:	City:
State/Country:	Zip:
Dates Attended (mm/yy): From:	Co: Date of Completion(mm/yy):
Specialty:	Certificate Awarded:
Did you complete the program?  Yes  No	If no, please attach Explanation Form(s).
Name of Program Director:	Fax #Number:
Telephone Number: Email:	
Institution Name:	
Address:	City:
State/Country:	Zip:
Dates Attended (mm/yy): From: T	Co: Date of Completion(mm/yy):
Specialty:	Certificate Awarded:
Did you complete the program? Yes No	If no, please attach Explanation Form(s).
Name of Program Director:	Fax <mark>#Number</mark> :
Telephone Number: Email:	<u> </u>
List Certifications (provide copies – see page 3)	
BLS (Basic Life Support)	Expiration Date (mm/yy):
ACLS (Advanced Cardiac Life Support)	Expiration Date (mm/yy):
☐ ATLS (Advanced Trauma Life Support)	Expiration Date (mm/yy):
PALS (Pediatric Advanced Life Support)	Expiration Date (mm/yy):
☐ NRP (Neonatal Resuscitation Program)	Expiration Date (mm/yy):
Other	Expiration Date (mm/yy):
<del></del>	Expiration Date (mm/yy):
	Expiration Date (mm/yy):
	Expiration Date (mm/yy):

ar	aculty Positions List all academic, faculty, researed the dates of those appointments. Use additional estitions or CME.   Not Applicable		
In	stitution Name:	Academic Rank/Title:	
	ddress:	City:	<del></del>
	ate/Country:		:
	·		·
		Specialty:	
		Email:	
	ddress:		
Т	elephone Number:	Fax Number:	
	stitution Name:ddress:	Academic Rank/Title: City:	
St	ate/Country:	Zip:	:
D	ates Attended(mm/yy): From : To:	Specialty:	
C	ontact: ]	Email:	
A	ddress:		
Т	elephone Number:	Fax Number:	
	ontinuing Medical Education State the number the last 36 months.	r of relevant CME or CEU credit hours you h □_ <del>Not Applicable</del> None	ave received

## VI. Board and Professional Certification/Recertification List all current and past Board certifications.

 $\underline{\underline{Physicians}} :$  Please enter all Board Certifications and answer the questions below regarding such Board Certifications

<u>Allied Health Professionals</u>: Please enter all Professional and National Certifications and answer the questions below regarding such Certifications

Are you Board certified?  Yes No Not Applicate	ble
Name of Issuing Board Specialty Dt	Certified Dt Recertified Expiration
Please answer the following questions. Attach explanation form(s) if r	necessary.
A. 1. If you are not currently certified, have you applied for the certific	ation examination?
2. If you have not applied for the certification examination, do you i to apply for the certification examination? If yes, when?	intend Yes Date: No
3. If you have applied for the certification examination, have you be accepted to take the certification examination?	een Yes No
4. If you have been accepted, when do you intend to take the examin	nation? Date:
5. If you do not intend to apply for the certification examination, ple attach reason on Explanation Form(s).	ease
6. If you are not currently certified, please provide the expiration da	te of admissibility. Date:
B. Have you ever had certification denied, revoked, limited, restricted, sinvoluntarily relinquished, subject to stipulated or probationary cond a letter of reprimand from a specialty Board, or is any such action curron or under review? If yes, please attach Explanation Form(s).	litions, received
C. Have you ever voluntarily relinquished a certification, including any renewal of a time limited certification? If yes, please attach an Explanation	
D. Have you ever failed a certification exam?  If yes, explain:	☐Yes ☐ No

## VII. Current Hospital and Other Facility Affiliations

Please list in <u>reverse</u> chronological order the past ten years of all hospital and other facility affiliations beginning with all hospital applications in process: current hospital affiliation(s) second, previous hospital affiliations third and other current facility affiliations (which includes surgery centers, dialysis centers, nursing homes and other health care related facilities) fourth. <u>Do not list residencies, internships, fellowships, or employment.</u> A resume is not sufficient for a complete answer to these questions. Submission date only required if pending.

Facility Name:Expand Size of all Response Lines/Sp	aces in this Section VII
Department:	Staff Status:
Appointment Date: From (mm/yy):	(e.g., active, courtesy, provisional, pending) To (mm/yy):
Address:	
Contact:	Phone #Number:
Email:	Fax # <mark>Number</mark> :
Facility Name:	
Department:	Staff Status:
Appointment Deter From ( )	(e.g., active, courtesy, provisional, pending)
Appointment Date: From (mm/yy): Address:	To (mm/yy):
Contact:	Phone # <mark>Number</mark> :
Email:	Fax #Number:
Facility Name:	
Department:	Staff Status:(e.g., active, courtesy, provisional, pending)
Appointment Date: From (mm/yy):	To (mm/yy):
Address:	
Contact:	Phone # <mark>Number</mark> :
Email:	Fax # <mark>Number</mark> :
Facility Name:	
Department:	Staff Status:(e.g., active, courtesy, provisional, pending)
Appointment Date: From (mm/yy):	To (mm/yy):
Address:	
Contact:	Phone #Number:
Email:	Fax # <mark>Number</mark> :

VII. Current Hospital and Other Facility Affiliations - continued Facility Name: Department: \_\_\_\_\_ Staff Status: (e.g., active, courtesy, provisional, pending) Appointment Date: From (mm/yy): To (mm/yy): \_\_\_\_\_ Address: \_\_\_\_\_ Contact: \_\_\_\_ Phone #Number: Fax #Number: Email: \_\_\_\_ Facility Name: \_\_\_\_\_ Department: \_\_\_\_ Staff Status: (e.g., active, courtesy, provisional, pending) Appointment Date: From (mm/yy): To (mm/yy): \_\_\_\_\_ Address: Contact: Phone #Number: \_\_\_\_\_ Fax #Number: \_\_\_\_ Email: \_ Facility Name: \_\_\_\_\_ Staff Status: \_\_\_\_ Department: \_\_\_\_\_ (e.g., active, courtesy, provisional, pending) Appointment Date: From (mm/yy): \_\_\_\_\_ To (mm/yy): \_\_\_\_\_ Address: \_\_\_\_ Contact: Phone #Number: Email: \_\_\_\_ Fax #Number: **VIII. Professional Work History** Please list in reverse chronological order all professional work history during the past ten years not listed previously. Include any previous office addresses and any military experience and public health service. Explain below any gaps greater than thirty (30) days. Use additional copies of this part VIII to list additional professional work history. A curriculum vitae is not sufficient for a complete answer to these questions. Not Applicable Name of Practice/Employer: Expand Size of all Response Lines/Spaces in this Section VIII Title/Position held: To (mm/yy): Add Reason for leaving? From (mm/yy): Space to answer Add Eligible for rehire? Yes No If No why, Please attach Explanation Form. Address: City: \_\_\_\_ Zip: \_\_\_\_\_ State/Country: Contact: Fax #Number:

Telephone #Number:

Email: \_\_\_\_\_

## $\label{lem:viii} \textbf{VIII. Professional Work History - continued}$

Name of Prior Practice/Employer:			
Title/Position held:			
From (mm/yy):	To (mm/yy):	Add <mark>Reason for leaving</mark>	
Space to answer Add Eligible for rehire? Ye	es No If No why, Pleas	se attach Explanation Form.	
Address:	City:		
State/Country:		Zip:	
Contact:		Fax # <mark>Number</mark> :	
Email:		Telephone #Number:	
Name of Prior Practice/Employer:			
Title/Position held:			
From (mm/yy):	To (mm/yy):	Add Reason for leaving	
Space to answer Add Eligible for rehire? Ye	es No If No why, Pleas	se attach Explanation Form.	
Address:	City:		
State/Country:		Zip:	
Contact:		Fax #Number:	
Email:		Telephone #Number:	
IX. Peer References			
Please list three (3) references, from professional peers (preferably no more than 1 partner) who through recent Add (last two years) observations have personal knowledge of and are directly familiar with your professional competence, conduct and work. Do not include relatives. Prefer references be practitioners in your same professional discipline. Allied Health Professionals must list at least one physician reference.			
Name of Reference:	Relationship:		
Specialty:	Dates of Association: A	dd from mm/yy to m/yy	
Address:	City:		
State/Country:		Zip:	
Telephone Number:	Fax Number:		
Email:			

## IX. Peer References - continued

Name of Reference:	Relationship:	
Specialty:	Dates of Association: Add	l from mm/yy to m/yy
Address:	City:	_
State/Country:		Zip:
Telephone Number: Email:	Fax Number:	
Name of Reference:	Relationship:	
Specialty:	Dates of Association: Ad	d from mm/yy to m/yy
Address:	City:	
State/Country:		Zip:
Telephone Number: Email:	Fax Number:	
X. Professional Liability Insurance (yo	urs or your supervising agent)	
Insurance Carrier / Provider of Profession——	onal Liability Coverage:	
Insurance Carrier / Provider of Profession——  Policy Number: Occurrence	onal Liability Coverage:  Type of Coverage (check one):	☐ Claims-Made ☐
Policy Number:		
Policy Number: Occurrence	Type of Coverage (check one):	
Policy Number: Occurrence  Per claim limit of liability: \$	Type of Coverage (check one):  Aggregate amount  Expiration:  in the last ten years, did you purchas  Yes No	: \$ Retroactive:
Policy Number: Occurrence  Per claim limit of liability: \$  Dates (mm/dd/yyyy): Effective:  If you have changed your coverage with occurrence/acts) coverage?	Type of Coverage (check one):  Aggregate amount  Expiration:  in the last ten years, did you purchas  Yes No	: \$ Retroactive:
Policy Number: Occurrence  Per claim limit of liability: \$  Dates (mm/dd/yyyy): Effective:  If you have changed your coverage with occurrence/acts) coverage?  If yes, please provide details/supporting  Name of Local Contact :	Type of Coverage (check one):  Aggregate amount  Expiration:  in the last ten years, did you purchas  Yes No	: \$ Retroactive:

	liability carriers within the past ten (10) years including any carriers in the ten year period. Use additional copies of this Part X to list
Insurance Carrier / Provider of Profess	ional Liability Coverage:
Policy Number:	Type of Coverage (check one):  Claims-Made
Occurrence	
Per claim limit of liability: \$	Aggregate amount: \$
Dates (mm/dd/yyyy): Effective:	Expiration: Retroactive:
occurrence/acts) coverage?	vithin the last ten years, did you purchase tail and/or nose (prior  Yes No  ing data. If no, please explain why not.
Name of Local Contact :	
(e.g., insurance agent or broker)	
Mailing Address:	
Telephone Number:	Ext:
	ase answer each of the following questions in full. If the answer to rther information, please give a full explanation of the specific
	surance coverage ever been terminated, not renewed, cancelled, ltered by action of the insurance company?   Yes Date:  No
If yes, please provide date, name	of company(s), and basis for coverage change.
2. Have you ever been denied covera	age?   Yes Date:   If yes, please provide details.   No
· · · · · · · · · · · · · · · · · · ·	bility insurance carrier excluded any specific procedures from your re: If yes, please identify procedures and provide details. No
Professional Claims History: If the a explanation and attach to the Application	answer to any of these questions is "Yes", please give a full tion.
1. Have there <i>ever</i> been any professi or arbitration proceeding involving	ional liability (i.e., malpractice) claims, suits, judgments, settlements g you?  Yes Date: No
proceedings involving you <i>curren</i> 3. Are you aware of any formal dem	, malpractice) claims, suits, judgments, settlements or arbitration atly pending?  Yes Date: No mand for payment or similar claim submitted to your insurer that did occeeding alleging professional liability?  Yes Date: No

XI. QUESTIONS FOR HEALTH PLANS ONLY Answer these questions only if you are to a Health Plan.	re applying			
1. Do you wish to be listed in the Health Plan Directory as a primary care practitioner?  Yes No				
2. Do you wish to be listed in the Health Plan Directory as a specialist?  Yes No				
3. List which specialty:				
4. Please furnish a copy of your W-9 Federal Tax Form.				
5. Please list the credentialing contact in your office, if different from the office manager:  Remove				
65. Does this site offer handicapped access for the following:  Building? Parking? Restroom?  Yes Yes Yes	☐ No ☐ No ☐ No			
Does this site offer other services for the disabled?  Text Telephone (TTY)?  American Sign Language?  Mental/Physical Impairment Services?  Yes No  Yes No				
Accessible by public transportation?  Bus? Light rail? Regional train?  Yes  Yes  Yes  Yes  Yes  Yes	No No No No			

### **XII.** Attestation Questions

This section to be completed by the Practitioner. Modification to the wording or format of these Attestation Questions will invalidate the Application.

Please answer the following questions "yes" or "no". If your answer to any of the following questions is "yes", please provide details and reasons including dates, as specified in each question, on an Explanation Form and attach to the Application.

For the purpose of the following questions, the term "adverse action" means a voluntary or involuntary termination, loss of, reduction, withdrawal, limitation, restriction, suspension, revocation, denial, surrender, resignation Add, relinquishment Add, reprimand, censure, sanction, subject to probation, placed under special or intensified review, withdrawn or failed to proceed with an application, denied or recommended for denial, any such action pending or in progress, or non-renewal of membership, clinical privileges, academic affiliation or appointment or employment. "Adverse action" also means, with respect to professional licensure registration or certification, any previously successful or currently pending challenges to such licensure, registration or certification including any voluntary or involuntary restriction, suspension, revocation, denial, surrender, non-renewal, admonishment, public or private reprimand, probation, consent order, reduction, withdrawal, limitation, relinquishment, or failure to proceed with an application for such licensure, registration or certification.

A. To your knowledge, have you ever been the subject of an <b>adverse action</b> (or is an investigation or <b>adverse action</b> currently pending) by:			
1. a hospital or other healthcare facility (e.g., surgical center, nursing ho	me, renal dialysis facility, etc.)?  Yes Date: No		
2. an education facility or program (e.g., dental or other health care profesinternship, etc.)?	essional school, residency,  Yes Date: No		
3. a professional organization or society?	Yes Date: No		
4. a professional licensing body (in any jurisdiction for any profession)?	Yes Date: No		
5. a private, federal, or state agency regarding your participation in a thin (Medicare, Medicaid, Health Maintenance Organization (HMO), Pre (PPO), Preferred Hospital Organization (PHO), Provider-Sponsored (PSHCC), network, system, managed care organization, etc.)?	eferred Provider Organization Health Care Corporations		
6. a state or federal agency (DEA, etc.) regarding your prescription of co	ontrolled substances?  Yes Date: No		
B. To your knowledge, have you ever been the subject of any report(s) to state licensing or disciplining entity?	o a state or federal data bank or  Yes Date: No		

## XII. Attestation Questions - continued

C.Have you ever voluntarily or involuntarily resigned, terminated or surrendered medical staff privileges or employment from a hospital, group practice or other health care facility or medical staff to avoid disciplinary action or investigation or while under investigation, or is such an investigation pending?			
C.	1.Have you ever voluntarily or involuntarily resigned, terminated or surrendered medical staff privileges or employment from a hospital, group practice or other health care facility or medical staff?  Yes Date: No		
C.	2. If your answer to the above Question is Yes, was it to avoid disciplinary action or investigation or while under investigation, or is such an investigation pending?   Yes No		
D.	Have you ever been suspended, fined, disciplined, investigated, expelled, sanctioned or otherwise restricted or excluded from participating in any private, federal or state health insurance program (for example, Medicare or Medicaid) or are any such proceedings in progress?		
E.	Has any professional review organization under contract with Medicare or Medicaid ever made an adverse quality determination concerning your treatment rendered to any patient or are any such proceedings in progress?		
F.	Have you ever been convicted of, pled guilty to, or pled nolo contendere to any felony or misdemeanor that is reasonably related to your qualifications, competence, functions, or duties as a health care professional or are you currently under indictment or currently have pending against you any such charges?		
G.	Have you ever been convicted of, pled guilty to, or pled nolo contendere to any felony or misdemeanor that alleged fraud, an act of violence, child abuse, or a sexual offense or sexual misconduct or are you currently under indictment or currently have pending against you any such charges?		
Н.	In the last ten years, have you been found liable or responsible for or named in any civil offense that is reasonably related to your qualifications, competence, functions, or duties as a health care professional or that alleged fraud, an act of violence, child abuse, or a sexual offense or sexual misconduct?		
I.	Have you ever been court-martialed for actions related to your duties as a health care professional?    Yes Date:   No		

### XIII. ATTESTATION AND SIGNATURE

By signing this Application, I certify, agree, understand and acknowledge the following:

- 1. The information in this entire Application, including all subparts and attachments, is complete, current, correct, and not misleading.
- 2. Any misstatements or omissions (whether intentional or unintentional) on this Application may constitute cause for denial of my Application or summary dismissal or termination of my clinical privileges, membership or practitioner participation agreement without right of hearing.
- 3. A photocopy of this Application, including this attestation, the authorization and release of information form and any or all attachments has the same force and effect as the original.
- 4. I have reviewed the information in this Application on the most recent date indicated below and it continues to be true and complete.
- 5. While this Application is being processed, I agree to update the information originally provided should there be any change in the information.
- 6. No action will be taken on this Application until it is complete and all outstanding questions with respect to the Application have been resolved.
- 7. I acknowledge that each Entity has its own criteria for acceptance, and I may be accepted or rejected by each independently. I further acknowledge and understand that my cooperation in obtaining information and my consent to the release of information do not guarantee that any Entity will grant me clinical privileges or contract with me as a provider of services. I understand that my application for Participation with the Entity is not per se an application for employment with the Entity and that acceptance of my application by the Entity may not result in my employment by the Entity.
- 8. I understand and agree that I will notify all credentialing entities to which I have submitted this Uniform Application of any and all changes to the information contained in this Application

This attestation statement and Application must be signed no more than 180 days prior to the credentialing decision date.

Please print your name:	
	Signature
	Date

REMEMBER TO SAVE THE COMPLETED APPLICATION TO YOUR PERSONAL COMPUTER!

#### Schedule A

# COLORADO HEALTH CARE PROFESSIONAL CREDENTIALS APPLICATION <u>AUTHORIZATION AND RELEASE OF INFORMATION FORM</u> <u>Modified Releases Will Not Be Accepted</u>

By submitting this Application, including all subparts and attachments, I acknowledge, understand Add, consent and agree to the following:

- 1. As an applicant for medical staff membership at the designated hospital(s) and/or participation status with the health care related organization(s) (e.g., hospital, medical staff, medical group independent practice association (IPA), health plan, health maintenance organization (HMO), preferred provider organization (PPO), physician hospital organization (PHO), managed care organization network, medical society, professional association, medical school faculty position, other healthcare delivery entity or system, hereinafter referred to as a "Healthcare Entity") indicated on this Application, I have the burden of producing adequate information for proper evaluation of this Application.
- 2. I also understand that I have the continuing responsibilities to resolve any questions, concerns or doubts regarding any and all information in this Application. If I fail to produce this information, then I understand that the Healthcare Entity will not be required to evaluate or act upon this Application. I also agree to provide updated information as may be required or requested by the Healthcare Entity or its authorized representatives or designated agents.
- 3. The Healthcare Entity and its authorized representatives or designated agents will investigate the information in this Application. I consent and agree to such investigation and to the disciplinary reporting and information exchange activities of the Healthcare Entity as a part of the verification and credentialing process.
- 4. I specifically authorize the Healthcare Entity and its authorized representatives and designated agents to obtain and act upon information regarding my competence, qualifications, education, training, professional and clinical ability, character, conduct, ethics, judgment, mental and physical health status, emotional stability, utilization practices, professional licensure of certification, and any other matter related to my qualification or matters addressed in this Application (my "Qualifications")
- 5. I authorize all individuals, institutions, schools, programs, entities, facilities, hospitals, societies, associations, companies, agencies, licensing authorities, boards, plans, organizations, Healthcare Entities or others with which I have been associated as well as all professional liability insures with which I have had or currently have professional liability insurance, who may have information bearing on my Qualifications to consult with the Healthcare Entity and its authorized representatives and designated agents and to report, release, exchange and share information and documents with the Healthcare Entity, for the purpose of evaluating this application and my Qualifications.
- 6. I consent to and authorize the inspection of appropriate records and documents that may be material to an evaluation of this Application and my Qualifications and my ability to carry out the clinical privileges/services/participation I have requested. I authorize each and every individual and organization with custody of such records and documents to permit such inspection and copying as may be necessary for the evaluation of this Application. I also agree to appear for interviews, if required or requested by the Healthcare Entity, in regard to this Application.

- 7. I further consent to and authorize the release by the Healthcare Entity to other Healthcare Entities and interested persons on request of information the Healthcare Entity may have concerning me (including but not limited to peer review information which is provided to another Healthcare Entity for peer review purposes). I hereby release from all liability the Healthcare Entity and its authorized representatives or designated agents from any claim for damages of whatever nature for any release of information made in good faith by the Healthcare Entity or its representatives or agents.
- 8. I release from any liability, to the fullest extent permitted by law, all persons and entities (individuals and organizations) for their acts performed in a reasonable manner in conjunction with investigating and evaluating my Application and Qualifications, and I waive all legal claims of whatever nature against the Healthcare Entity and its representatives and designated agents acting in good faith and without malice in connection with the investigation of this Application and my Qualifications.
- 9. For Healthcare Entity membership and privileges, I acknowledge that I have been informed of or have been given the opportunity to review the medical staff bylaws, rules, regulations and policies of the entity and I hereby agree to abide by them. I agree to conduct my practice in accordance with applicable laws and ethical principles of my profession.
- 10. I acknowledge that any investigations, actions or recommendations of any committee or the governing body of the Healthcare Entity with respect to the evaluation of this Application and any periodic reappraisals or evaluations will be undertaken as a medical review and/or peer review committee and in fulfillment of the Healthcare Entity's obligations under Colorado law to conduct a review of professional practices in the facility, and are therefore entitled to any protections provided by law.
- 11. I have read and understand this Authorization and Release of Information Form. A photocopy of this Authorization and Release of Information Form shall be as effective as the original and shall constitute my written authorization and request to communicate any relevant information and to release any and all supportive documentation regarding this Application. This Authorization and Release shall apply in connection with the evaluation and processing of this Application as well as in connection with any periodic reappraisals and evaluation undertaken. I agree to execute such additional releases as may be required from time to time in connection with such periodic reappraisals and evaluations.
- 12. I understand that I have an opportunity to review the information submitted in support of this application pursuant to each entity's policy regarding review. If during the process of credentialing, an entity receives information that varies substantially from information I have provided, I will be notified of this and will have an opportunity to correct erroneous information. I have the right, upon request, to be informed of the status of my application

## COLORADO HEALTH CARE PROFESSIONAL CREDENTIALS APPLICATION AUTHORIZATION AND RELEASE OF INFORMATION FORM

Please print your name:	
Signature:	Date:

# CAUTION READ THIS INSTRUCTION CAREFULLY

Complete Supplemental A, page 25, and Supplemental B, page 26 unless instructed otherwise by credentialing entity.

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Dupp		77

Please answer these questions in full. DO NOT ANSWER THESE QUESTIONS if you are seeking to be employed by the credentialing entity.

1.	. Citizenship: Are you a citizen of the United States?   Yes No If no, please provide appropriate documentation.			
2.	Date of Birth: MonthDa	y Year	Gender: Male F	emale
3.	3. Are you currently engaged in the illegal use of drugs? (Currently means sufficiently recent to justify a reasonable belief that the use of drugs may have an ongoing impact on one's ability to practice your profession. It is not limited to the day of, or within a matter of days or weeks before the date of application, rather that it has occurred recently enough to indicate the individual is actively engaged in such conduct. "Illegal use of drugs" refers to drugs whose possession or distribution is unlawful under the Controlled Substances Act, 21 U.S.C. § 812.22. It "does not include the use of a drug taken under supervision by a licensed health care professional, or other uses authorized by the Controlled Substances Act or other provision of Federal law." The term does include, however, the unlawful use of prescription controlled substances and alcohol).			pility to practice your efore the date of all is actively engaged in oution is unlawful under e of a drug taken under the Controlled Substances
				☐ Yes ☐ No
4.	Do you use any chemical sub and perform the functions of			r ability to practice medicine  Yes No
5.	Do you have any reason to be	elieve that you would	pose a risk to the safety or w	rell being of your patients?  Yes No
6.	<ul> <li>You <u>must provide</u> the following documents <u>unless</u> you are seeking to be employed by the credentialing entity.</li> <li>A. One recent passport size photograph of yourself or a copy of your current driver's license.</li> <li>B. Permanent Resident Card or Visa Status (if applicable).</li> </ul>			
	Please print your name:	Signature		
		Date		

## Supplemental B

Health Status. Please answer each of the following questions in full. DO NOT ANSWER THESE QUESTIONS if you are seeking to be employed by the credentialing entity.

1. Do you currently have any physical or mental condition(s) that may affect your ability to practice or exercise the clinical privileges or responsibilities typically associated with the specialty and position for which you are submitting this Application? If the answer to this question is "YES", please give full explanation of the specific details on an Explanation Form and attach to the Application.  Yes No  (Note: Physical or mental condition(s) include, but are not limited to, current alcohol or drug dependency, current treatment Add or monitoring programs for alcohol or drug dependency, medical limitation of activity, workload, etc., and prescribed medications that may affect your clinical judgment or motor skills.)			
2. Are you currently in a treatment Add or monitoring program(s) Add for a physical or mental condition that may affect your ability to practice or exercise the clinical privileges or responsibilities typically associated with the specialty and position for which you are submitting this application?  If the answer to this question is "YES", please give a full explanation of the specific details Add, including dates of treatment or monitoring on an Explanation Form and attach to the Application.  Yes No			
Add (Note: Physical or mental condition(s) include, but are not limited to, current alcohol or drug dependency, current treatment or monitoring programs for alcohol or drug dependency, medical limitation of activity, workload, etc., and prescribed medications that may affect your clinical judgment or motor skills.)			
3. Are you able to perform all the essential functions of the position for which you are applying, safely and according to accepted standards of performance, with or without reasonable accommodation? <i>If reasonable accommodation is required, please specify such on an attached Explanation Form.</i> Yes No			
4. Add Please document your current TB status by checking the applicable boxes below:    I have had a TB test within the last 12 months. Documentation attached. and the test was negative. I have not experienced new risk factors for TB nor am I experiencing symptoms of active TB since my last TB test.    Documentation is attached. If no, please explain.			

Add 5. The Colorado Boar	rd of Health requires licensed health care facilities to	annually report their health care		
worker influenza vaccination rate and achieve a vaccination rate of at least 90%. To facilitate compliance with				
this rule, some health care	facilities may require annual influenza vaccination o	f employees and staff.		
-				
If this facility must con	nply with the Colorado Board of Health requirements	s, I agree to provide proof of		
influenza vaccination or a	medical exemption before practicing at this facility.	<del> </del>		
<u>,                                      </u>				
Please print your name:				
rieuse printe y e ur munice.				
	Signature	Date		

REMEMBER TO SAVE THE COMPLETED APPLICATION TO YOUR PERSONAL COMPUTER