Dental Initial Credentialing Application

Delta Dental of Oregon & Alaska

Section 1: Practitioner and practice information

Name (last)	Name (first)	Name (middle)	Degree	
Social security number	Personal NPI	Date of birth (mm/dd/yyyy)	Gender	
Practice name		Practice taxpayer identification #		
Start date at this office (mm/yyyy)		Organizational NPI		
Primary office street address		City	State	Zip code
Telephone	Fax	Email address		
Additional office street address (if applicable)		City	State	Zip code
Telephone	Fax	Email address		
Credentialing correspondence mailing address (if different from above)		City	State	Zip code
Telephone	Fax	Email address		

Section 2: Regulatory Information

Does your office comply with OSHA/CDC standards? ☐ Yes ☐ No	Does your office have a policy and procedure related to the use of seclusion and restraint as required under the Code of Federal Regulations? ☐ Yes ☐ No
If you do not have a policy, please describe the actions you would take in the event there were a disruptive individual/s in your office to ensure that you do not seclude or restrain, ie; Call 911. Our Office Process:	

Section 3: Licensure and certificates

License #	Expiration date (mm/dd/yyyy)	DEA #	Expiration date (mm/dd/yyyy)
License #	Expiration date (mm/dd/yyyy)	If no DEA, please state who will prescribe for your patients	
License #	Expiration date (mm/dd/yyyy)		
Board Certification Specialty Name		Other certifications; ie; ACLS, BLS, NRP, etc.	

Ready to submit? Mail this form to Delta Dental
Mail: PO Box 40384 Portland Oregon, 97240-0384

Section 4: Professional liability

Name of carrier	Policy number	
Limits of liability; per occurrence and aggregate	Initial coverage date (mm/dd/yyyy)	Expiration date (mm/dd/yyyy)

Section 5: Current hospital affiliations

Hospital name	Admit privileges ☐ Yes ☐ No
Status (e.g. active, courtesy, provisional, allied health, etc.)	Appointment (mm/dd/yyyy)

Section 6: Dental/Professional education

Complete dental school name		
Attendance start date (mm/yyyy)	Graduation date (mm/yyyy)	Degree received (mm/yyyy)

Section 7: Professional practice/work history (last 5 years)

Name of previous practice/employer	From (mm/yyyy)	To (mm/yyyy)
Name of previous practice/employer	From (mm/yyyy)	To (mm/yyyy)
Name of previous practice/employer	From (mm/yyyy)	To (mm/yyyy)
Name of previous practice/employer	From (mm/yyyy)	To (mm/yyyy)
Name of previous practice/employer	From (mm/yyyy)	To (mm/yyyy)

*Please attach additional sheets, if necessary

XXI. 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, as specified in each question, on a separate sheet**. Please sign and date each additional sheet.**

A.	Has your license, certification, or registration to practice your profession, Drug Enforcement Administration (DEA) registration, or narcotic registration/certificate in any jurisdiction **ever been** denied, limited, suspended, revoked, not renewed, voluntarily or involuntarily relinquished, or subject to stipulated or probationary conditions, had a corrective action, or have you **ever been** fined or received a letter of reprimand or is any such action pending or under review?	YES ☐ NO ☐
B.	Have you **ever been** suspended, fined, disciplined, or otherwise sanctioned, restricted or excluded for any reasons, by Medicare, Medicaid, or any public program or is any such action pending or under review?	YES ☐ NO ☐
C.	Have you **ever been** denied clinical privileges, membership, or contractual participation by any health care related organization*****, or have clinical privileges, membership, participation or employment at any such organization **ever been** placed on probation, suspended, restricted, revoked, voluntarily or involuntarily relinquished or not renewed, or is any such action pending or under review?	YES ☐ NO ☐
D.	Have you **ever** surrendered clinical privileges, accepted restrictions on privileges, terminated contractual participation or employment, taken a leave of absence, committed to retraining, or resigned from any health care related organization***** while under investigation or potential review?	YES ☐ NO ☐
E.	Has an application for clinical privileges, appointment, membership, employment or participation in any health care related organization***** **ever been** withdrawn on your request prior to the organization's final action?	YES ☐ NO ☐
F.	Has your membership or fellowship in any local, county, state, regional, national, or international professional organization **ever been** revoked, denied, limited, voluntarily or involuntarily relinquished or not renewed, or is any such action pending or under review?	YES ☐ NO ☐
G	Have you **ever** voluntarily or involuntarily left or been discharged from medical school or subsequent training programs?	YES ☐ NO ☐
H	Have you **ever** had board certification revoked?	YES ☐ NO ☐
I	Have you **ever been** the subject of any reports to a state or federal data bank or state licensing or disciplinary entity?	YES ☐ NO ☐
J.	Have you ever been charged with a criminal violation (felony or misdemeanor)?	YES ☐ NO ☐
K.	Do you presently use any illegal drugs?	YES ☐ NO ☐
L	Do you now have, or have you had, any physical condition, mental health condition, or chemical dependency condition (alcohol or other substance) that affects or is reasonably likely to affect your current ability to practice, with or without reasonable accommodation, the privileges requested? If reasonable accommodation is required, please specify the accommodation(s) required on a separate sheet.	YES ☐ NO ☐
M	Are you **unable** to perform any of the services/clinical privileges required by the applicable participating practitioner agreement/hospital appointment, with or without reasonable accommodation, according to accepted standards of professional performance?	YES ☐ NO ☐
N.	Have any professional liability claims or lawsuits **ever been** closed and/or filed against you? If yes, please complete **Attachment A, Professional Liability Action Detail,** for **each** past or current claim and/or lawsuit.	YES ☐ NO ☐
O.	Has your professional liability insurance **ever been** terminated, not renewed, restricted, or modified (e.g. reduced limits, restricted coverage, surcharged), or have you **ever been** denied professional liability insurance?	YES ☐ NO ☐

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), medical society, professional association, health care faculty position or other health delivery entity or system

I certify the information in this entire application is complete, current, correct, and not misleading. I understand and acknowledge that any misstatements in, or omissions from this application will constitute cause for denial of my application or summary dismissal or termination of my clinical privileges, membership or practitioner participation agreement. A photocopy of this application, including this attestation, the authorization and release and any or all attachments has the same force and effect as the original. I have reviewed this information on the most recent date indicated below and it continues to be true and complete. While this application is being processed, I agree to update the information originally provided in this application should there be any change in the information.

I agree to provide continuous care for my patients, until the practitioner/patient relationship has been properly terminated by either party, or in accordance with contract provisions.

Signature:	**Date:**

Authorization and Release of Information form

Delta Dental of Oregon & Alaska

By submitting this application, I understand and agree to the following:

1. I understand and acknowledge that, 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), medical society, professional association, medical school faculty position or other health delivery entity or system) indicated on this application. I have the burden of producing adequate information for the proper evaluation of my competence, character, ethics, mental and physical health status, and other qualifications. In this application, I have provided information on my qualifications, professional training and experience, prior and current licensure, drug enforcement agency registration and history, and applicable certifications. I have provided peer references familiar with my professional competence and ethical character, if requested. I have disclosed and explained any past or pending professional corrective action, licensure limitations, or related matter, if any. I have reported my malpractice claims history if any, and have attached or will provide a copy of a current certificate of professional liability coverage.
2. I further understand and acknowledge that health care related organization(s) or designated agent would investigate the information in this application. By submitting this application, I agree to such investigation and to the disciplinary reporting and information exchange activities of the health care related organization(s) as a part of the verification and credentialing process.
3. I authorize all individuals, institutions, entities of other hospitals or institutions with which II have been associated an all professional liability insurers with which I have had or currently have professional liability insurance, who may have information bearing on my professional qualifications, ethical standing, competence, and mental an physical health status, to consult with the designated health care related organization(s) their staffs and agents.
4. I consent to the inspection of records and documents that may be material to an evaluation of qualifications and my ability to carry out the clinical privileges/services I request. I authorize each and every individual and organization in custody of such records and documents to permit such inspection and copying. I am willing to make myself available for interviews, if required or requested.
5. I release from any liability, to the fullest extent permitted by law, all persons for their acts performed in a reasonable manner in conjunction with investigating and evaluating my application and qualifications, and I waive all legal claims against any representative of the health care related organization(s) or their respective agents(s) who acts in good faith and without malice in connection with the investigation of this application.
6. I understand and agree that the authorizations and releases given by me herein shall be valid so long as I am an application for or have medical staff membership and /or clinical privileges/participating status at the health care related organization(s) designated herein, unless revoked by me in writing.
7. For hospital or medical staff membership/clinical privileges, I acknowledge that I have been informed of, and hereby agree to abide by, the medical staff bylaws, rules, and regulations and policies.
8. I agree to exhaust all available procedures and remedies as outline in the bylaws, rules, regulations, and policies, and/or contractual agreements of the health care related organization(s) where I have membership and/or clinical privileges /participation status before initiating judicial action.
9. I further acknowledge that I have read and understand the forgoing Authorization and Release. A Photocopy of this Authorization and Release shall be as effective as the original and authorization constitutes my written authorization and request to communicate any relevant information and to release any and all supportive documentation regarding this application.

Print name	
Signature X	Date

I grant permission for the release of credentials information contained in this practitioner application to the following health care related organization(s)

Initials _____ Date _____

Attachment A: Professional Liablility Action Detail-CONFIDENTIAL

Please list any past or current professional liability claim or lawsuit, which has been filed against you. Photocopy this page as needed and submit a separate page for EACH professional liability claim/lawsuit. It is not acceptable to simply submit court documents in lieu of completing this document. Please complete each field. Please attach additional sheet(s), if necessary.

Practitioner's name (print or type)
Month/day/year of the incident and clinical details
Your role and specific responsibilities in the incident
Subsequent events, including patient's clinical outcome
Month/day/year the suit or claim was filed
Name and address of insurance carrier/professional liability provider that handled the claim
Your status in the legal action(primary defendant, co-defendant, other)
Current status of suit or other action
Month/day/year of settlement, judgment, or dismissal
If case was settled out-of-court, or with a judgment, settlement amount attributed to you

I verify the information contained in this form is correct and complete to the best of my knowledge

Signature X	Date

Initials _____ Date _____