



AmeriHealth Caritas[™]
District of Columbia

To: AmeriHealth Caritas District of Columbia Dental Providers

Date: December 6, 2018

Subject: AmeriHealth Caritas is now using the ADA[®] credentialing service, powered by CAQH ProView[®]

Summary: As of January 1, 2019, AmeriHealth Caritas DC will require that all dental providers enroll with Council for Affordable Quality Healthcare (CAQH) ProView for credentialing. The plan will no longer accept paper applications as of this date.

This is a notice to inform you that AmeriHealth Caritas District of Columbia is excited to announce that we now use the American Dental Association (ADA) credentialing service, powered by Council for Affordable Quality Healthcare (CAQH) ProView, to allow providers to submit and share self-reported professional and practice information for credentialing purposes. On January 1, 2019 we will require that you enroll with CAQH for credentialing. We will no longer accept paper applications.

The service is fully electronic and was developed to save you and your staff the time it takes to complete the lengthy paper credentialing forms needed for each health care organization with which you are affiliated. **Providers, please make sure your information is updated!**

To get started, prepare by reviewing the dental credentialing application at www.ada.org/credentialingchecklist and gathering all required documentation prior to filling out your profile. Dentists practicing in the United States can get started with this service by visiting www.ADA.org/godigital at no cost.

First-time users should be able to complete their profiles in about an hour if all materials are readily available. For your convenience, we have included a checklist of items to have on-hand while updating your credentials. If you are joining AmeriHealth Caritas DC under an existing provider group contract, you do not need to submit an individual provider contract.

If you have questions, please do not hesitate to contact the Credentialing department at 1-877-759-6186. Be sure to follow the prompts on the call to check the status of your application or to address any questions or concerns regarding this process.

Thank you for your attention and cooperation with this important initiative!

Sincerely,



Nathan Fletcher, DDS, Dental Director
AmeriHealth Caritas DC



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Application checklist for providers affiliated with CAQH

Please use the following checklist to complete the credentialing process (www.ADA.org/godigital). All items listed below are required for each provider to participate with AmeriHealth Caritas DC. Please use this application checklist as a fax cover sheet. Completed forms can be faxed to the Credentialing department at 215-863-6369.

Provider information

Provider name:

Practice name:

CAQH-issued ID number:

If you have not done so already, please provide CAQH with the following:

- Authorization allowing AmeriHealth Caritas DC to access your provider information
- Current copies of the following supporting documents:
 - State license
 - Drug Enforcement Administration registration certificate
 - Controlled drug substance (if applicable)
 - Malpractice insurance policy face sheet showing expiration dates and limits
 - Board certification (if applicable)
 - Individual National Provider Identifier (NPI) number
 - Medicaid ID number
 - W-9 form
 - Hospital privileges, which indicate the provider's primary admitting hospital (please supply a copy of a coverage agreement if the provider does not have admitting privileges.)