

Provider credentialing documents checklist

Because credentialing involves verifying important details about your education and professional history, you'll need to be prepared to provide several documents, including:



PERSONAL INFORMATION AND DOCUMENTS

- Government-issued ID
- Proof of residency

WORK HISTORY AND EXPERIENCE

- Resume/CV
- Employment verification information
- Contact details for former and current employers

PROFESSIONAL CERTIFICATIONS AND LICENSES

- State licenses
- Board certification

PROFESSIONAL REFERENCES

- Reference letters from former or current professors, supervisors, and/or employers

CONTINUING EDUCATION

- Documentation of CE credits

MALPRACTICE INSURANCE DETAILS

- Malpractice insurance certificate

EDUCATION AND TRAINING DOCUMENTATION

- College transcripts and/or diploma
- Practicum completion certificate
- Contact details for program directors