

Provider Bulletin

Control Number: 020124

Date: February 1, 2024

Subject: Changes to Provider Credentialing Process

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Effective Date: February 1, 2024

First Choice Health (FCH) has partnered with CertifyOS as our Credentialing Verification Organization (CVO). CertifyOS will begin processing recredentialing applications that are due for completion in February 2024 and all new applications.

First Choice Health will be using the Council for the Affordable Quality, Inc. (CAQH) Credentialing application going forward.

CAQH application is required

- All providers whose credentialing is not delegated to another organization will be required to have an active CAQH application.
- FCH will use CAQH applications for credentialing new providers, recredentialing existing providers, and for provider demographic updates.
- FCH does not accept paper applications.

If you have a new provider wishing to join the network, please fill out the [New Provider Interest Form](#) on our website, and provide us with your CAQH ID number to begin the credentialing process. [Learn more about the application process.](#)

Attestation every 90 days is required

- CAQH applications must be attested to every 90 days to ensure your provider demographic information is current and accurate. This is an NSA requirement.

- For CAQH, you must have global access selected or you must give First Choice Health access to your application.
- All provider demographic updates made with CAQH will be submitted to FCH via these attestations.
- If adding a new Tax Identification Number, we require a W9 separate from the attestation.
 - Send the W9 to ppofilemaintenance@fchn.com with an indication you have attested to your update via CAQH.
- If you don't have a CAQH account, yet, please use the following link to get started: CAQH ProView: <https://proview.caqh.org/login>

Please direct any questions to providerrelations@fchn.com.