

Credentialing criteria

Applicants should review and adhere to the following credentialing criteria when applying to be credentialed with AmeriHealth HMO, Inc. and AmeriHealth Insurance Company of New Jersey:

- A completed, signed, and dated application includes, but is not limited to:
 - work history for immediate previous five years from the date the application was signed, including month and year, with a written explanation of gaps greater than six months;
 - education and training completed (e.g., medical school, residency training, and fellowships);
 - statement of chemical dependency or substance abuse;
 - loss or limitation of license or felony convictions;
 - loss or limitation of hospital privileges or disciplinary action;
 - reasons for any inability to perform the essential functions of the position, with or without accommodation;
 - an attestation to the correctness and completeness of the application;
 - a signed and dated *Authorization for Release of Information* (credentialing warranty).
- Physicians and other health care practitioners must have a current, unrestricted license, not subject to probation, proctoring requirements, or other disciplinary action, to practice his or her specialty in each state in which the practitioner is licensed to practice his or her profession and specialty. A copy of current license(s) and applicable certifications must be submitted with the application when required by state or federal law/regulation. Therapeutic optometrists must also have a Therapeutic Pharmaceutical Agent (TPA) license. Chiropractors who perform physical therapy must also have the required adjunctive license as applicable in order to perform those services.
- Board certification:
 - Primary Care and Specialty Physicians including Podiatrists must be board certified in their area of practice. Exceptions may be allowed for non-Board Certified applicants who complete an ACGME\AOA accredited residency or fellowship board certification training program in the same specialty and when member access issues are identified. A practitioner, whose board provides a clinical pathway for board certification must either obtain the certification directly from the board or obtain written confirmation from the board indicating that the practitioner has met all of the eligibility requirements for the certification of interest. The plans will not assume the role of the board in reviewing a practitioner's qualifications for the purposes of determining eligibility for a clinical pathway for board certification.
 - Physicians must be board certified as recognized by the American Board of Medical Specialties (ABMS) or the American Osteopathic Association (AOA) the area of practice.
 - Podiatrists must be certified by the American Board of Podiatric Surgery or the American Board of Podiatric Medicine.
 - Lactation Consultants must be certified by the International Board of Certified Lactation Consultants (IBCLC).

- In June 2012, practitioners who were credentialed as General Practice specialists were grandfathered into the specialty “General Practice”. Practitioners are no longer able to be credentialed or recertified in the “General Practice” specialty (except those that were previously grandfathered) as this is not a specialty recognized as a board by the ABMS or the AOA.
- Drug Enforcement Agency and Controlled Dangerous Substances certification must be included, when applicable.
- Liability insurance coverage specified by the requirements of the state(s) in which the applicant practices is required.
- Hospital affiliation as required by State law/regulation.
- Practitioner must provide a report detailing malpractice history during the past five years, beginning with the date of the signature on the application. This includes professional liability claims that resulted in settlements, arbitrations, or judgments paid by, or on behalf, of the practitioner.
- Applicants must be currently eligible to participate in any Medicare/Medicaid or any federal program.