

Credentialing Process

To begin the credentialing process, the professional provider must complete the following steps:

1. Complete and sign the Universal Provider Application
2. Complete documentation for any “yes” practice review/disclosure information questions.
3. Complete and sign the Practitioner Authorization form.
4. Review and sign the applicable provider agreement(s).
5. Complete a W-9 form.

When all information is completed, the forms are to be returned to Blue Cross and Blue Shield of Nebraska with copies of the following:

1. Curriculum Vitae
2. Current state license(s)
3. Federal DEA certificate (if applicable) with a Nebraska Address
4. Malpractice Insurance Certificate
5. Nebraska Excess Fund Letter (if applicable)
6. Written explanation of any malpractice cases or disciplinary actions.
7. If applicable, Board Certificate(s) or Board Eligibility letter.

Following receipt of the above information, the application is presented to the Credentialing Committee for consideration.