

Application Checklist

Please make sure that the following items are complete before sending your application in:

****INCOMPLETE APPLICATIONS WILL DELAY YOUR CREDENTIALING PROCESS****

- **AHP Application**
- **Texas Standardized Credentialing Application (Revised 01/07)**. All questions must be answered. Please include copies of diplomas. Signatures and/or initials on pages 11 and 12; must be original and less than 30 days old upon receipt and cannot be faxed. If no box that matches, write N/A. Must have something in each box; if no date range, use “current”. Use blue ink for all signatures.
- Attach a copy of current **DEA Certificate** (if applicable).
- Attach a copy of current **Certificate of Malpractice Insurance**. Applications will not be presented to the credentialing committee without current malpractice insurance coverage of \$200,000.000/600,000.00 (need expiration data on insurance certificate).
- Attach a copy of **Board Certification**.
- **Proof of hospital privileges from the hospital or Letter of Coverage** if you do not have hospital privileges yet. Letter must have signature of covering physician, if applicable.
- Attach a copy of the office **Policies & Procedures related to Scope and Supervision of AHPs (ANP-PA)**.
- **\$275 non-refundable Credentialing Fee**
- **Protocol Practice Agreement for Advanced Nurse Practitioners**.
- **Addendum to TSCA for ANP's**

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