



Provider Credentialing Criteria

Providers who fall within the scope of HWMG's credentialing program must meet the following criteria for participation in HWMG's provider network and directory.

- ✓ Signed credentialing application, attestation, and authorization form with supporting documents submitted electronically through [CAQH ProView](#) or directly to HWMG.
- ✓ Submission of the following, as applicable:
 - Proof of valid Drug Enforcement Agency (DEA) and/or state Controlled Dangerous Substance (CDS) certificate
 - Proof of current liability insurance
 - Hospital affiliations or clinical privileges
 - Professional liability claims, malpractice judgments/settlements, and sanction activity for the most recent five-year history
 - Disclosure of physical, mental or substance abuse problems that could, without reasonable accommodation, impede the practitioner's ability to provide care according to accepted standards of professional performance or pose a threat to the health or safety of patients
- ✓ Verification of the following, as applicable:
 - Board certification status, professional training, and/or highest level of education using the appropriate primary sources
 - Current, valid, unrestricted state professional license using the appropriate primary sources
 - History of sanctions, loss, or limitation of privileges or disciplinary activity using the appropriate agency, intermediary, or organization such as [CAQH SanctionsTrack](#)

We will review the information provided and notify you of any issues encountered during the credentialing process. Once we verify all of your information, we will present it for peer review by our Credentialing Committee (composed of network physicians) and our Chief Medical Officer. You will be notified within 10 business days of the Committee's decision.

If you have any questions, please contact us Monday through Friday, 8 am to 4 pm HST.

Provider Relations

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Credentialing

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