

# CREDENTIALING MAP

## STEP BY STEP

Thank you for expressing interest in working with LocumTenens.com, an agency that helps place the right candidate with the right job opportunity. We are obsessively dedicated to you throughout your assignment, which begins with your credentialing application.

We are your document warehouse.

### INITIAL APPLICATION

Complete the paper credentialing application or online in its entirety. Legibly write or type your information onto the application. Include month and year of all dates listed on the application. Your specialist will pre-populate future privileging and licensing applications based on this information.



Include a color photo to help protect your identity



### SUBMISSION

Submit all requested documents on the credentialing checklist, which can be found on the first page of the credentialing application. Include a color photo, which helps us to protect your identity. Please include written explanations of work gaps and for any questions marked "yes" (such as to attestation questions and malpractice cases).



### REVIEW/UPDATE

Your CVO specialist has a keen focus on quality and completeness according to the NCQA standards of excellence. Your specialist will contact you within two to four business days to provide you with an update on your application.

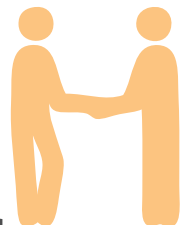
### COMPLETION OF APPLICATION

Upon completion of LocumTenens.com's credentialing process, your file will be re-credentialed every three years. In order to keep your file current, please submit changes and documentation as they occur.



Credentialed for three years

Need a license? We can help with that.



### THE RIGHT JOB

LocumTenens.com's fully credentialed physicians, and Advanced Practitioners are at the top of our preferred list in an effort to match the right candidate with the right job.



**CONGRATULATIONS!**  
**YOU'RE THE RIGHT CANDIDATE!**