



College of  
Pharmacy

Center for the Advancement  
of Pharmacy Practice

# Compensation for Pharmacist Services

## What Pharmacists Need to Know about *Credentialing*

Find out more at:



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# Key Facts

Credentialing is the process of documenting professional credentials so that health plans can be assured that the services they are paying for are being provided by properly trained and licensed health care providers



## What exactly is credentialing and why do I need to do it?

Before payors will allow a healthcare provider to bill for medical services, they require a person to go through a credentialing process. By providing the necessary information, the payor can verify that the healthcare provider has the proper education and training to provide the services being billed



## How do I get credentialed?

The process varies among payors and practice settings. Some practice sites have dedicated departments to credentialing providers while in others it is up to the individual provider. A large number of healthcare plans utilize the Council for Affordable Quality Healthcare (CAQH) Proview system to gather and verify information for them. (Learn more at [proview.caqh.org](http://proview.caqh.org))



## Is credentialing the same thing as privileging?

Another term that is often brought up when credentialing is mentioned is privileging. While similar, privileging is a separate process that grants permission to provide specific services within a healthcare organization

If your organization requires privileging you will likely have to submit an application to a committee for a peer-review process to decide whether you will be granted the permission to provide the specific service

# What do I need when completing a credentialing application?

While every credentialing process is different depending on who is verifying the information, commonly required elements include:



Basic Personal Information



Education and Training



License Number and NPI



Board Certifications



Practice Location Information



Practice Location Tax ID



Malpractice History



Professional Liability Insurance Information



Personal References