PAYER READY

Nurse Practitioner (NP) Credentialing Checklist

Credentialing Checklist — np

About this checklist: A complete checklist of documents and credentials required for nurse practitioner credentialing with insurance payers. Includes nursing education, national certification, collaborative agreements, and prescriptive authority documentation.

Use this checklist to track your credentialing progress. Check off each item as you complete it. Items marked Required must be completed for enrollment approval.

Total Items: 15 Required: 14 Optional: 1

Checklist Items

- [ ] Nursing degree (BSN and MSN or DNP transcripts) Required
- [ ] Current state NP license (all states where practicing) Required
- [ ] National certification (AANP or ANCC) Required
- [ ] Collaborative practice agreement (if required by state) Optional
- [ ] DEA certificate (current and valid) Required
- [ ] NPI number confirmation Required
- [ ] CAQH ProView profile (completed and attested) Required
- [ ] Current malpractice insurance certificate (face sheet) Required
- [ ] Prescriptive authority documentation Required
- [ ] CPR / BLS certification (current) Required
- [ ] Professional references (minimum 3 peer references) Required
- [ ] Curriculum vitae / resume (up to date, no gaps) Required
- [ ] Government-issued photo ID (driver's license or passport) Required

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- [ ] W-9 form (completed and signed) **Required**

Notes

Use this space for additional notes about your credentialing process.

Need help with credentialing? PayerReady handles the entire process end-to-end. Visit payerready.com or call (888) 515-9996 to get started.