PAYER READY

# Physician Assistant (PA) Credentialing Checklist

Credentialing Checklist — pa

**About this checklist:** A detailed checklist of all documents and credentials required for physician assistant credentialing with insurance payers. Covers PA education, NCCPA certification, supervisory agreements, and all supporting 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: 13 Optional: 2

## Checklist Items

- [ ] PA degree from accredited program (transcripts) Required
- [ ] Current state PA license (all states where practicing) Required
- [ ] NCCPA certification (current PA-C) Required
- [ ] Supervisory or collaborative 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 (if applicable) Optional
- [ ] 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

- [ ] 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.