

Office of the Medical Director Credential Audit

Standard:

To establish a standardized process for the Office of the Medical Director (OMD) to conduct an audit(s) of all registered Credentialed Providers.

Purpose:

The purpose of the audit is to accurately maintain the official Credentialing database of all providers for System Medical Direction. All Organizations are required to report additions and separations of any Credentialed Provider(s) to the OMD as soon as they occur.

Application:

1. The OMD will periodically audit the System for currently credentialed providers by producing rosters developed from the Records Management System (RMS) data base.
2. Each Organization receiving one of these is required to review and report any discrepancies to the OMD.
3. The Organization and the OMD will work together to resolve any roster discrepancy.
4. The OMD may provide rosters to individual Organizations or, all System Organizations as needed.
5. The OMD may audit the System on an as needed basis without notice.
6. The OMD may include additional required information in conjunction with an audit including, but not limited to, confirmation(s) of education, and/or skill competency compliance.