

Practitioners shall have the opportunity to request their application status; the right to review information in their credentialing file; and clarify their application when conflicting information is received from verification sources.

a) Right to request/receive status update on application.

A practitioner, whose application for initial appointment or reappointment is in process, may request and receive from the Credentialing department a status update on the application, including what elements may be outstanding to complete the process. Said contact may be either via telephone, in person, or in writing. The Credentials Coordinator will provide the requested information in a timely and courteous manner.

b) Right to review credentials information.

A practitioner may request to review the information obtained to evaluate his/her credentialing or re-credentialing application. This review will include all outside sources except professional references, recommendations, or other information that is protected under peer review statutes. Such access may be granted during regular business hours and in the presence of the Credentials Manager or his/her representative. The practitioner is not permitted to remove or photocopy documentation from the credentials file except what was originally provided by the practitioner upon application.

c) Right to correct erroneous/inaccurate information.


In the event that credentialing information obtained from primary sources varies substantially from that provided by a practitioner, the practitioner will have the opportunity to correct information in the application, which is inconsistent with information received via primary sources during the credentialing or re-credentialing process. The Credentialing Coordinator will inform the practitioner in writing within two weeks of the discrepancy and will return with the letter a copy of the application submitted outlining the inconsistency. The notice to the practitioner will not include copies from the National Practitioner Data Bank or protected peer review information. The practitioner has the right to clarify erroneous information received from the verification sources directly with the verifying source. The practitioner shall respond in writing regarding any conflicting information on the application and return a formal response to the Credentialing Coordinator, or his/her designee within 30 days of receipt of notice. The Credentialing Coordinator will re-verify the information until the discrepancy is resolved. If the discrepancy is not resolved within 60 days, the application may be deemed incomplete and be administratively withdrawn.

d) Right to Request Status, Review Information and to Clarify or Correct. Practitioners are notified of their rights via a copy of this policy and procedure included in the application and reapplication packet.

e) Formal Notice of Committee Decision. Upon final action relative to appointment or Reappointment by the Credentialing Committee, a formal notice will be provided to each applicant within 60 days of the decision. Notification shall include the effective date of the approval and the date when they are to renew their credentials.



Medical Director, 20/20 Hearing Care Network LLC

 2900 W Cypress Creek Rd Ste 4
Fort Lauderdale, FL 33309

 (844) 575-4327 (**HEAR**)

 info@2020HearingNetwork.com

 www.2020HearingNetwork.com

