



[ICS] Insurance Credentialing Services

Documentation Checklist

Following documentation is essential to initiate the credentialing process, please make sure to have them available and provide a clear scanned copy for our use.

- ☐ IRS Letter
- ☐ W9 Form (Signed)
- ☐ Copy of SSN Card
- ☐ Copy of Driving License
- ☐ Updated PLI or GLI Insurance Certificate / Letter
- ☐ Board Certificate
- ☐ State License
- ☐ DEA License
- ☐ Voided Check
- ☐ Accreditation Survey Letter For Facility (If available)
- ☐ CV / Resume