

application and corresponding

documentation:

Tennessee Organizational Credentialing Application

Application to be used for facilities, ancillaries,
TennCare CHOICES Long-Term Services & Supports (CHOICES),
Employment and Community First CHOICES (ECF CHOICES),
and Community Living Support (CLS).

To begin the contracting and credentialing process, please complete this application in its entirety, and submit it with all appropriate documentation. Applications that do not include all of the requested information will not be processed. Note, for multiple locations operating under separate NPI numbers or separate tax identification (ID), a separate application for each NPI and tax ID combination is needed. Completion and acceptance of this enrollment form by Amerigroup Community Care is not a guarantee of network participation. Amerigroup policies and procedures will govern appeals if available, related to network participation. If you have not registered with TennCare, we cannot accept your application. Providers must have a valid Tennessee Medicaid ID number in order to contract with TennCare Managed Care Organization(s). To register with TennCare, visit tn.gov/tenncare > Providers > Provider Registration. Required documentation Copy of all federal, state and/or local licenses required to operate as a health care facility (by location) Current W-9 form completed, signed and dated Copy of accreditation certificate or letter* Copy of most recent CMS or state survey, including your corrective action plan if deficiencies were cited, or cover letter from CMS or state agency stating facility is in substantial compliance* Copy of Clinical Laboratory Improvement Amendments (CLIA) certificate for each location as applicable Proof of general and professional liability certificate of insurance (minimum coverage of \$500,000) Automobile liability (applicable only if providing transportation services) (Add minimum coverage) *For urgent care centers or walk-in clinics, in lieu of accreditation or state survey, provide medical director's name and board certification(s) in the accreditation/certification section. Medical directors will need to complete a Council for Affordable Quality Healthcare (CAQH) application for individual credentialing. Application submission By mail: **Amerigroup Community Care** Submit your completed application and By fax: Credentialing corresponding documentation: 1-888-562-5089 22 Century Blvd., Suite 310 Nashville, TN 37214 For recredentialing, submit your completed

TNPEC-1578-16 August 2016

By email:

agpcred@amerigroup.com

Provider information		
Legal business name (should match W-9 form):		
Doing-business-as name (if applicable):		
Credentialing contact:		
Credentialing contact phone:		
Email:		
TIN:		
NPI:	Atypical provider (NPI n	number not required.)
Medicaid number one:	Medicare number one:	
Medicaid number two:	Medicare number two:	
Taxonomy code:		
Have you registered with the state for electronic dis *If you have not registered with the state for electronic disconnection, please visit tn.gov/tenncare > Provider	onic disclosure of ownership	☐ Yes ☐ No*
 Atypical provider Adult care level one and two (S459 and S460) Adult day care (S027) Ambulance (S007) Emergency response (personal emergency reserved) Home delivered meals (S063) Home modification (S066) In-home respite care only (S462) Inpatient respite care only (S456) Personal care attendant services (S144) Pest control (S145) Residential care/assisted living (S168) Other: 		
Submission type		
New provider (any type)/not currently contracted	ed with Amerigroup	
Current CHOICES provider applying to provide E	CF CHOICES services	
 Existing provider (any type): Recredentialing Adding a location Adding services Removing services 		

For facilities and ancillaries, as well as those that provide behavioral health services, please complete this section.

Provider type		
Check all services for which you are	licensed to provide.	
Facility:		
Ambulatory surgery center (008)	Inpatient rehabilitation hospital (075)	Skilled nursing facility (173) Subacute/intermediate care
Birthing center (013)	Nursing home (098)	facility (180)
Hospital (069)	Organ transplant facility (111)	Trauma center (201)
Ancillary:		
 ☐ Ambulance (007) ☐ Audiology services (012) ☐ Dialysis (031) ☐ Dietitian/nutritional services 	Hemophilia center (062) Home health agency (064) Home infusion therapy (065) Hospice care — outpatient	Physical therapy services (148) Radiology facility (165) Radiology — mobile unit (163) Residential service agency
(033) Durable medical equipment (036) Early childhood intervention (037)	(067) Hospice facility (068) Interpreter service (077) Imaging facility (071) Lithotripsy services (082)	(467) Respite care (169) Rural health clinic (172) Sleep disorder clinic (175) Speech therapy/pathology
Family planning services (041) Federally qualified health center (293) Fetal monitoring services (045)	Laboratory (078) Occupational therapy services (105) Orthotics and prosthetics (112)	(177) Urgent care center (202) Walk-in clinic (CCCs) (206) Other:
Genetic services (050)	Outpatient rehabilitation	
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Hearing aids (059) Rehavioral health (mental health [N	center (116)	[\$\]\.
Behavioral health (mental health [N	/IH], psychiatric and substance abuse	I
Behavioral health (mental health [N Adult SA facility (364) Inpatient Rehabilitation	 AH], psychiatric and substance abuse Illness management and recovery (376) Intensive outpatient services 	Partial hospitalization — SA Adult (436) Child/adolescent (438)
Behavioral health (mental health [N Adult SA facility (364) Inpatient Rehabilitation Ambulatory detox (417) Child/adolescent SA facility (365)	AH], psychiatric and substance abuse Illness management and recovery (376) Intensive outpatient services psychiatric Adult (444) Child/adolescent (445)	Partial hospitalization — SA Adult (436) Child/adolescent (438) Peer support services (375) MH SA
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For facilities that provide LTSS and HCBS/CLS services, please complete this section.
Long-term care and HCBS/CLS
Check all services for which you are licensed to provide.
One time CHOICES HCBS:
Assistive technology (461)
Home modification/repair (066)
Pest control (145)
Respite care — in-home (462)
Respite care — inpatient (456)
Long-term care services:
☐ Nursing home (98)
Skilled nursing facility (173)
Ongoing CHOICES HCBS services:*
Adult day services (027)
☐ Home delivered meals (063)
Personal care/attendant care (144)
☐ PERS (039)
Residential care/assisted living facility (168)
Nonresidential providers:*
Adult day facility (027)
Community-based day (S971)
Facility-based day
In-home day (S972)
Supported employment (S374)
Residential providers:*
Adult care home (S811)
Assisted care living facilities (S168)
CLS (Department of Intellectual & Developmental Disabilities license) (S106)
Indicate one:
CLS level one (S984)
CLS level two (S985)
CLS level three (S986)
CLS family model (S987)
Family model residential (S811)
Residential habilitation (1067)
Supported living (S963)

^{*}Requires annual credentialing

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County	One time CHOICES HCBS	Assistive technology (461)	Home modification/repair (066)	Pest control (145)	Respite care — in-home (462)	Respite care — inpatient (456)	Long-term care services	Nursing home (98)	Skilled nursing facility (173)	Ongoing CHOICES HCBS services	Adult day services (027)	Home delivered meals (063)	Personal care/attendant care (144)	PERS (039)	Residential care/assisted living facility (168)
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For facilities that provide ECF CHOICES services, please complete this section. **ECF CHOICES** services and supports Check all services for which you are licensed to provide. **Employment services and supports** Benefits counseling (community work incentives, self-employed or provider employed) (1129) Career advancement (1128) Coworker supports (1123) Discovery — individual (1116) Exploration — individual (1115) Integrated employment path service (1126) ☐ Job coaching – individual wage employment (1121) Job coaching individual self-employment (1122) Job development plan (1118) Job development startup (1119) Self-employment plan (1118) Self-employment startup (1120) Situational observation and assessment (1117) To apply for employment supports — small group, you must provide both of the following services: Employment supports — small group (maximum of two people) (1124) Employment supports — small group (maximum of three people) (1125) **Individual services and supports** Assistive technology/adaptive equipment (1206) Community integrated sup services (1200) Community living supports (1204) Community living supports — family model (1205) Community transportation (1201) Family caregiver education and training Family caregiver stipend (1202) Family-to-family support (1130) Independent living skills training (1207) ☐ Minor home modifications (1131) Peer-to-peer support (1203) Personal assistance (1132) □ Specialized consultation and training Family caregiver supports Community support, development, organization and navigation (1134) Conservatorship and alternatives to conservatorship counseling Health insurance counseling/forms assistance (1135) Individual education and training (1137) Respite (1208) Supportive home care (1209)

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County	Individual services and supports	Assistive technology (1206)	Community integrated sup services (1200)	Community living supports (1204)	Community living supports – family model (1205)	Community transportation (1201)	Family caregiver education and training	Family caregiver stipend (1202)	Family-to-family support (1130)	ndependent living skills training (1207)	Minor home modifications (1131)	Peer-to-peer support (1203)	Personal assistance (1132)	Specialized consultation and training	Family caregiver supports	Community support, development, organization and navigation (1134)	Conservatorship and alternatives to	conservatorship counseling	Health insurance counseling/forms assistance (1135)	ndividual education and training (1137)	Respite (1208)	Supportive home care (1209)
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Rutherford																				1		
Scott																						
Sequatchie																						
Sevier																						
Shelby																						
Smith																						
Stewart																						
Sullivan																						
Sumner																						
Tipton																				1		
Trousdale																						

ECF CHOICES	ser	vic	es a	nd	supp	or	ts b	y co	oun	ty -	– ir	ndiv	/idu	ıal a	and	fam	ily	cai	reg	ive	er (d	con	t.)
County	Individual services and supports	Assistive technology (1206)	Community integrated sup services (1200)	Community living supports (1204)	Community living supports – family model (1205)	Community transportation (1201)	Family caregiver education and training	Family caregiver stipend (1202)	Family-to-family support (1130)	Independent living skills training (1207)	Minor home modifications (1131)	Peer-to-peer support (1203)	Personal assistance (1132)	Specialized consultation and training	Family caregiver supports	Community support, development, organization and pavigation (1134)			Health insurance counseling/forms	assistance (1135)	Individual education and training (1137)	Respite (1208)	Supportive home care (1209)
Unicoi																							
Union																							
Van Buren																							
Warren																							
Washington																							
Wayne																							
Weakly																							
White																							
Williamson																							
Wilson																							

All facility types	must compl	ete the follo	owin	g sectio	on.							
Primary office/s	ervice addre	ess										
Practice location nam	e:											
Include location in pro	ovider directory	y?		☐ Ye	s 🗌 No							
Is the address for med	dical records re	view for HEDIS [®]	If no,	Yes No If no, please provide address for medical record review.								
Address:												
City: State: ZIP: County:												
Phone:			F	ax:								
Primary contact:												
Office hours: Open 24 hours Hours of opera		v:										
Monday	Tuesday	Wednesday	Th	ursday	Friday	Saturday	Sunday					
Administrator (full na				Τ								
Does provider bill from				Yes	S No							
Does this office meet accessibility requirem		n Disabilities Ac	t	☐ Yes	S No							
Check all that apply:												
Handicap acc	essible:	☐ Building ☐ Parking ☐ Restroom										
Services for d	lisabled:	Text teleph American S Mental/ph	Sign L		ent							
Accessible by transportatio	•	☐ Bus ☐ Subway ☐ Regional t	rain									
Billing information	on											
Name:												
Address:												
City:		State:	Z	IP:		County:						
Phone:												

^{*}HEDIS is a registered trademark of the National Committee for Quality Assurance (NCQA).

Secondary office Attach a separate s			l pract	tice loca	ations.					
Practice location nam	e:									
Include location in pro	ovider directory	λ _.		☐ Ye	s 🗌 No					
Address:										
City: State: ZIP: County:										
Phone:			Fa	ax:						
Primary contact:										
Office hours: Open 24 hours Hours of opera	s ations are below	v:								
Monday	Tuesday	Wednesday	Thu	rsday	Friday	Saturday	Sunday			
Administrator (full na	me):			T						
Does provider bill from	m this address?)		Yes	S No					
Does this office meet accessibility requirem		h Disabilities Ac	t	☐ Yes	S No					
Check all that apply:										
Handicap acc	essible:	☐ Building ☐ Parking ☐ Restroom								
Services for d	lisabled:	Text teleph American S Mental/ph	Sign La		ent					
Accessible by transportatio	-	☐ Bus ☐ Subway ☐ Regional to	rain							
Billing information	on — secon	dary office/s	servio	ce add	ress					
Name:										
Address:										
City:		State:	ZI	P:		County:				
Phone:										

Me	dical records location			
Nam	e:			
Medi	ical records address:			
City:		State:		ZIP:
Phon	e:			
Lice	ensure			
Atta	ch a copy of current licensure a	nd CLIA certification	if applicable.	
1	State:		Date of licens	e:
_	License number:		Expiration dat	te:
2	State:		Date of licens	e:
_	License number:		Expiration dat	te:
CLIA	certificate number:			
	reditation/certification			
Atta	ch a copy of current accreditati			
A	□ AASM □ ACR □ AAAHC □ AOA □ AAAASF □ ASDA □ ABC □ BOC Int' □ ACHC □ CABC	CACH CAP CARF CCAC CHAP	COA DNV HCU HFAP HQAA	☐ IAC ☐ NABP ☐ NBAOS ☐ TJC ☐ Not accredited (complete section B below)
	Date of initial accreditation:			(complete section B below)
	Date of next survey:			
	Date of last survey:			
	Has provider had an onsite sur	vev by CMS or state	agency?	
	√Yes	, , □ No	,	
	If yes, date of last state survey	: If no, su	ccessful completi	on of a health plan onsite visit will
		·	•	credentialing. You will be contacted
	Nanagaraditad providers must	•	ealth plan to scho	
	•	•		CMS or state survey (not older than extended cover letter
		·		e with most recent survey standards.
		ocumentation or co	•	e visit before network status may be te survey may delay your ability to
direc		tion(s). Medical dire	ctors will need t	or state survey, provide your medical to complete a Council for Affordable
Medi	ical director:			
Boar	d certification(s):			

General liability insurance	
Current carrier name:	
Policy number:	
Coverage type: Occurrence-based Claims-based	
Effective date:	
Expiration date:	
Per incident: \$	
Aggregate: \$	
Professional liability insurance	
Current carrier name:	
Policy number:	
Coverage type: Occurrence-based Claims-based	
Effective date:	
Expiration date:	
Per incident: \$	
Aggregate: \$	
Credentialing questions Please answer all of the questions below and provide explanation for affirmative answered sheet of paper.	wers on a separate
Has the provider had any professional liability claim judgments or settlements?	☐ Yes ☐ No
Has the license to do business in any applicable jurisdiction ever been denied, restricted, suspended, reduced or not renewed?	☐ Yes ☐ No
Has the business been denied participation, suspended from or denied renewal from Medicare or Medicaid?	☐ Yes ☐ No
Has the business ever had its professional liability coverage canceled or not renewed?	☐ Yes ☐ No
Has the business been denied accreditation by its selected accrediting body or had its accreditation status reduced, suspended, revoked or in any way revised by the accrediting body?	☐ Yes ☐ No

Attestation and information release authorization

All information provided in this or in connection with this application is complete and accurate to the best of my knowledge, and I shall immediately notify Amerigroup of any changes thereto. I understand that this application does not entitle me to participation in Amerigroup. By applying for appointment as an Amerigroup participating provider, I authorize the plan, its medical director and appropriate representatives to consult with administrators and members of other institutions where I have been associated, including past and present malpractice carriers who may have information bearing on my professional competence, character and ethical qualifications. I hereby further consent to the inspection by Amerigroup, its medical director and appropriate representatives of all records and documents, excluding medical records of non-Amerigroup plan members that may be material to an evaluation of any professional qualifications and competence to carry out the requested duties, as well as my moral and ethical qualifications for participating provider status with Amerigroup. I consent and agree that Amerigroup will complete a criminal history background check to determine if I or any subcontracted providers have any history of felony convictions, including adjudication withheld on a felony, plea or nolo contendere to a felony, or entry into a pretrial for a felony. I agree to obtain any consents or approvals required for my subcontracted providers to undergo such background checks. I hereby release Amerigroup and its representatives from liability for their acts performed in good faith and without malice in connection with evaluating my application, credentials and qualifications. I hereby release any individuals and organizations from any liability that provide information to Amerigroup or its staff in good faith and without malice concerning my professional competence, ethics, character and other qualifications, and I hereby consent to the release of such information. By executing this application, I confirm that I am bound by the terms of the Ancillary Agreement between me or my group and Amerigroup, as such terms may be applicable to me.

I understand that as an applicant for participation in Amerigroup, I have the right to review information obtained from primary verification sources during the credentialing process. I further understand that upon notification from Amerigroup, I have the right to explain any information obtained that may vary substantially from that provided by me and correct any erroneous information submitted by another party. This shall be accomplished by my submission of a written explanation or by appearance before the Credentialing committee, if they so request. I further understand that I may appeal the committee's decision, either in writing or by appearance before the Credentialing committee, if they so request.

Printed name of owner/registered/authorized agent:
Date:
Signature of owner/registered/authorized agent:
Title:
Attachments
1
2
3
4
5
6.
7