



<b>Binder:</b>	<u>Credentialing Committee</u>		
<b>Policy Number</b>			
<b>&amp; Title:</b>	<u>QM.CRD.09 Delegated Credentialing</u>		
		<b>Original</b>	
<b>Author:</b>	<u>Linda Gonias</u>	<b>Date:</b>	<u>4/24/00</u>
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<b>Approval:</b>	<i>Rafael P. Delacruz M.D.</i>	<b>Title:</b>	VP & Chief Medical Officer

**POLICY**

Unless a delegated vendor is already accredited by NCQA, it is the policy of OSF HealthPlans to monitor the compliance of delegated vendors with NCQA credentialing and re-credentialing standards.

**PROCEDURE**

**Commercial**

1. OSF HealthPlans conducts a due-diligence audit of the prospective vendor files and Policies & Procedures.
2. Upon successful completion, OSF HealthPlans and the vendor sign a delegation agreement that outlines the responsibilities of each party.
3. On an annual basis the OSF HealthPlans Credentialing Committee reviews the vendors compliance with NCQA Standards
4. The Credentialing Specialist will participate in the oversight review.
5. NCQA data collection tools and methodology will be utilized
6. The Credentialing Committee reviews and accepts the report or makes recommendations for improvement.

**Medicare**

1. OSF HealthPlans Credentialing Specialist will participate in the audit of delegated credentialing and re-credentialing files.
2. NCQA sample size determination audit tools will be utilized.
3. The Credentialing Committee accepts the report or makes a recommendation for improvement.