



Binder:	<u>Credentialing Committee</u>	
Policy Number		
& Title:	<u>QM.CRD.21 Reporting to the NPDB/HIPDB</u>	
	Original	
Author:	<u>Jeff Wright</u>	Date: <u>3/24/04</u>
		Revision
Replaces:	<u>Reporting to the NPDB and/or Department of Professional Regulation</u>	Date(s): _____
Approval:	<i>Rafael R. Delacruz M.D.</i>	Title: VP & Chief Medical Officer

POLICY

It is the policy of OSF HealthPlans, Inc. to report any issues which have been designated reportable to the National Practitioner Data Bank (NPDB) and the Healthcare Integrity and Protection Data Bank (HIPDB).

PROCEDURE

NPDB

1. The Credentials Specialist will report adverse actions within 15 days from the date the adverse action was taken.
2. A copy of each report sent to the NPDB will be printed and mailed to the Illinois Department of Professional Regulation.
3. Please refer to the NPDB guidebook at <http://www.npdb-hipdb.com/npdbguidebook.html> for definitions of reportable events

NOTE: Denial of an initial application is not reportable to the NPDB provided the applicant is not offered appeal rights.

HIPDB

1. The Credentials Specialist will report any contract terminations/non-renewals within 30 days form the date the action was taken, or the date when the reporting entity became aware of the final action.
2. The Credentials Specialist will report civil judgments against a participating practitioner within 30 days from the date the action was taken, or the date when the reporting entity became aware of the final action.
3. Please refer to the HIPDB guidebook at <http://www.npdb-hipdb.com/hipdbguidebook.html> for an explanation of reporting steps.