



Binder:	<u>Credentialing Committee</u>		
Policy Number			
& Title:	<u>QM.CRD.24 Use of Additional Background Checks</u>		
		Original	
Author:	<u>Jeff Wright</u>	Date:	<u>9/25/02</u>
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Approval:	<u>Rafiq P. Delazguy M.D.</u>		Title: VP & Chief Medical Officer

POLICY

It is the policy of OSF HealthPlans to make available to the Credentialing Committee, the service of *AccuCheck Investigations*® for additional background checks on a practitioner as needed. These checks are in addition to the standard credentials verifications completed as part of the credentialing process.

PROCEDURE

1. An additional background check will be performed on a practitioner using the following criteria:
 - A. When hospital privileges have been surrendered while under investigation.
 - B. When the practitioner has changed employment 3 or more times in as many years (excluding education and training or locum tenens work).
 - C. When the practitioner has a period of one year or longer without being employed in the healthcare field.
 - D. As otherwise deemed necessary and approved by a unanimous vote of the OSF HealthPlans Credentialing Committee.

2. When a practitioner meets one of the criteria listed above in 1A-1C, and requested by a majority vote of the OSF HealthPlans Credentialing Committee, the Credentialing Specialist will obtain a background check from *AccuCheck* on the requested practitioner by faxing the following items to them.
 - A. Current copy of the practitioner’s C.V.
 - B. Signed OSF HealthPlans release form
 - C. Fax Cover Sheet delineating the services requested

3. Upon receipt of the completed background check report(s), the Credentialing Specialist will submit them to the Credentialing Committee for review at the next scheduled meeting.

4. The Credentialing Committee will make their decision based on the information provided.

NOTE: *The fact that an additional background check is obtained on a practitioner, in itself, does not reflect negatively on or imply any wrong doing by the practitioner.*