

Job Sheet – Main

As Needed Process(s) Name:

1. Changes in:
 - a. Employment/PSA
 - b. Faculty and Staff Status (UNMH privileged only)

Position: Credentialing Liaison (CL)

Main Steps	Breakdown Steps	Red Flags <i>(Items to watch out for, what can go wrong)</i>	Why	Tips and Tools
<ol style="list-style-type: none"> 2. Changes in: <ol style="list-style-type: none"> a. Employment/PSA b. Faculty and Staff Status (UNMH privileged only) 	<ol style="list-style-type: none"> 1. Notify CVO via email. 2. Notify MSA via email. 	<ul style="list-style-type: none"> • Incorrect malpractice insurance 	<ul style="list-style-type: none"> • To ensure integrity of provider data. 	