



Physician Credentialing: A Guide for Physician Office Staff

HCPPro a division of BLR, Veronica L. Rosas CPCS

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Credentialing providers in a physician practice is a confusing and time-consuming process that can seem daunting to even the most seasoned professional. Between managing the credentialing of new physicians to the mandatory recredentialing that must be undertaken every few years, it is imperative that practice-based credentialing coordinators are on top of their game.

Covering the credentialing process for both hospitals and managed care organizations, *Physician Credentialing: A Guide for Physician Office Staff* is a must-have, practical, and easy-to-read guide for credentialing coordinators and office managers, whether they are brand-new or experienced. The book walks readers through the required forms, provides suggested timelines, details documentation requirements, and offers tips for multitasking and organizational strategies to maximize efficiency. There is even helpful professional guidance, including information on certification, networking, and education.

This resource will help you do the following:

- Utilize your time efficiently by knowing all the steps in the credentialing process
- Stay on top of credentialing in the physician practice
- Plan ahead to manage credentialing for new physicians while maintaining credentials for current providers

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Who should read this book?

- Credentialing coordinator
- Credentialing professionals
- Physician practice manager
- Physician office manager
- Physician practice administrator
- Practice manager
- Office manager
- Practice administrator
- Business manager

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