

CREDENTIALING U OF U HEALTH PLANS FACILITIES

1 BECOME CONTRACTED

To apply for contracting with U of U Health Plans, visit uhealthplan.utah.edu/providers to start the contracting process. If you prefer, print your completed application and email it to our Provider Contracting team at providercontracting@hsc.utah.edu.



2 COMPLETE APPLICATION

Visit uhealthplan.utah.edu/providers to see which organizational provider types are eligible for credentialing. If you are eligible, complete the online *Organizational Provider Credentialing Application* and email it to facility.credentialing@hsc.utah.edu.



3 CREDENTIALING PROCESS STARTS

Once we get your email, the U of U Health Plans Credentialing team will begin your credentialing process.



4 CREDENTIALING IN PROGRESS

If additional information is needed during the credentialing process, we will email the credentialing contact for your facility.



5 CREDENTIALING COMMITTEE REVIEW

Completed files are reviewed by the Credentialing Committee, which meets the first Monday of each month.



6 DECISION LETTERS ARE MAILED

Decision letters are mailed a few weeks after the Credentialing Committee meeting. **You are considered an in-network provider as of the credentialing approval date.**



7 COMPLETION

Credentialing must be completed every three years. We will notify you four to five months before your credentialing expires to initiate the recredentialing process.

