Supplemental Credentialing Application Questionnaire

To be submitted **WITH** your CAQH application and CV when applying to become
a Kepro peer reviewer.

Name	
Email	
SSN #	
NPI #	
Tax ID #	
How many hours per week on average are you currently practicing and/or teaching?	
What month/year did you qualify to begin active practice?	
If you are not currently in active practice, please indicate when (month/ year) you stopped providing direct patient care.	
Data Access Protection		
Do you have administrative safeguards in place to satisfy all HIPAA, PHI, security, and privacy requirements (i.e., your organization provides security services and software systems for your work)?	Yes No
Describe the physical safeguards in your **home office** (e.g., locked rooms, locked file cabinets, and alarms) used to prevent inappropriate use or disclosure of personal and medical information across all applicable media, how you back up electronic and/or paper files, and all professionally relevant information and data to satisfy all HIPAA, PHI, security, and privacy requirements.	

Course Requirements
The following courses are a requirement of Kepro. If you have completed any of these courses in the last 15 months, you may submit documentation of completion. Courses that you have completed must cover the topics outlined. Preferred sources of external content include CMS/HHS/Medicaid and Medicare provider-required training, commercial trainings published by SAI Global, Navex, LawRoom, and similar training providers, which focus on healthcare-related topics.

Ethics and Code of Conduct:	Ethics and Code of Conduct (ECOC) includes important content about using a Code of Conduct, including its purpose, employees' and managers' responsibilities, consequences for code violations, resources for questions and reporting, and information about non-retaliation. It also addresses anti-bribery, confidential information, conflicts of interest, data privacy, gifts and entertainment, political activities, speaking on behalf of our organization, and workplace violence and abusive conduct.
Conflicts of Interest:	Conflicts of Interest provides critical guidance on recognizing and handling conflicts – or potential conflicts – that can threaten organizational integrity. Learners will explore how conflicts in key areas, including outside activities, financial and business interests, and personal relationships can harm their employer and put jobs at risk.
HIPAA Fundamentals:	This course helps those organizations meet the training requirements found in HIPAA's Privacy and Security Rules. It does this by offering an engaging, informative look at learners' obligations under the law to properly safeguard and control the use and disclosure of protected health information (PHI). It includes tips and best practices for fulfilling those responsibilities as well as important insights on the notification and reporting processes and procedures to follow if a HIPAA violation is suspected.
Health Care Fraud Prevention:	This training helps to recognize and prevent the most common types of healthcare fraud: physician self-referrals (Stark law), kickbacks, and false claims. Users learn about risks related to certain activities and the role of exceptions and safe harbors. They also learn the importance of documenting financial relationships with physicians, the need for accuracy in filing claims with government health programs, the penalties for violations, and what to do if a violation is discovered.

I have taken compliance courses at another entity that may meet the requirements of Kepro. The following courses have been completed within the last 15 months.

Topic	External Course Name	External Course Content Provider	Date Completed
HIPAA Privacy and Security			
Fraud, Waste, and Abuse			
Ethics			
Conflict of Interest			
Signature			