

FROM APPLICATION TO APPROVAL: YOUR CREDENTIALING PATH



Provider completes online survey

Inputs name, title, office, email, and facility of choice



Information entered into RFX system

Provider added to selected center in RFX



Application is assigned to an RFX profile

Includes application form
Requests supporting documents:

- Degrees
- Emergency training (BLS, PALS, ACLS, etc.)
- Certifications and affiliations
- CV
- Immunizations
- Facility-specific forms for signature



Provider uploads all requested documents

• Credentialing timeline begins once all materials are received
• Average processing time: 2 weeks



Verification process

• Confirm degrees and certifications
• Verify employment and affiliations
• Conduct background checks
• Ensure compliance with state and regulatory requirements



Credentialing approval

• Once verified, provider is approved to practice at the center



Comparison to hospital credentialing

• Process is similar in regulatory requirements but more streamlined
• Our advantage: dedicated block time, no schedule bumps for higher-priority cases, no fees to credential



Reappointment (RFX system feature)

• RFX stores provider data for future use
• Only updates (e.g., new address or phone) required during reappointment
• Updates to any documentation that expires like, emergency training, licenses, etc.