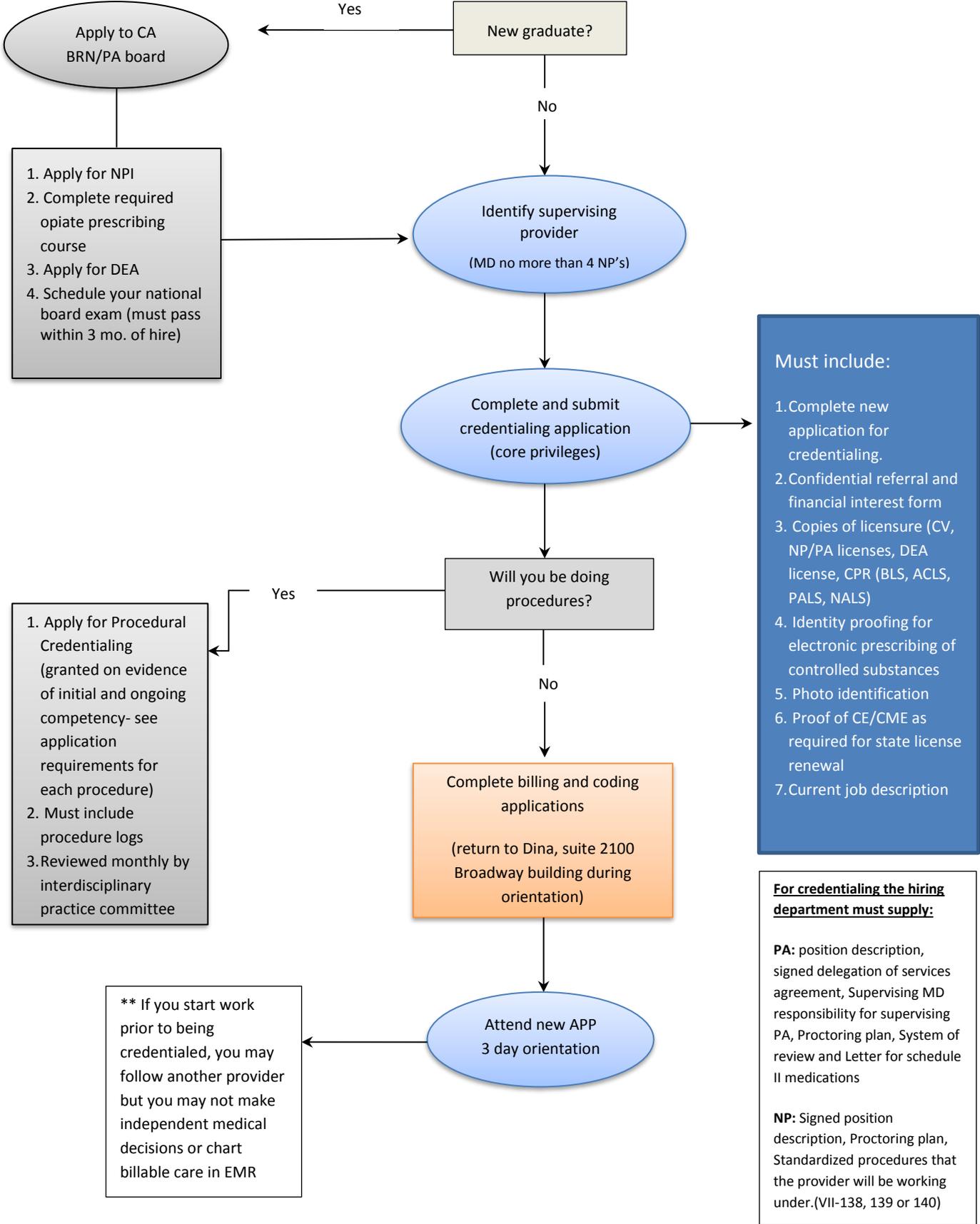


**University of California Davis  
Onboarding Pathway for Advanced Practice Providers**



- 1. Apply for NPI
- 2. Complete required opiate prescribing course
- 3. Apply for DEA
- 4. Schedule your national board exam (must pass within 3 mo. of hire)

- 1. Apply for Procedural Credentialing (granted on evidence of initial and ongoing competency- see application requirements for each procedure)
- 2. Must include procedure logs
- 3. Reviewed monthly by interdisciplinary practice committee

**\*\* If you start work prior to being credentialed, you may follow another provider but you may not make independent medical decisions or chart billable care in EMR**

- Must include:**
- 1. Complete new application for credentialing.
  - 2. Confidential referral and financial interest form
  - 3. Copies of licensure (CV, NP/PA licenses, DEA license, CPR (BLS, ACLS, PALS, NALS))
  - 4. Identity proofing for electronic prescribing of controlled substances
  - 5. Photo identification
  - 6. Proof of CE/CME as required for state license renewal
  - 7. Current job description

- For credentialing the hiring department must supply:**
- PA:** position description, signed delegation of services agreement, Supervising MD responsibility for supervising PA, Proctoring plan, System of review and Letter for schedule II medications
- NP:** Signed position description, Proctoring plan, Standardized procedures that the provider will be working under.(VII-138, 139 or 140)