

**New Provider - Important Dates for 2021/2022**  
**For Credentialing, Privileging & Payer Enrollment**  
 (Updated 09/03/2021)

Physician Completed Applications Deadline to ALBME  Processing time is avg. 6-8 weeks	Completed Credentials Application Due to MDSO  (if want to bill by anticipated start date (Billable Providers))	ALBME Committee Meeting	Credentials Committee Planning	Credentials Committee Date	Medical Executive Committee Date	UABHS Credentials Committee (Privileges Approval)	Earliest Clinical Privilege Start Date	New Provider Orientation	Impact Training Dates **
								Anticipated Start Date	
09/22/2021	10/1/2021	11/17/2021	12/8/2021	12/15/2021	12/21/2021	12/28/2021	12/29/2021	1/3/2022	1/ 4 & 1/5
10/20/2021	10/29/2021	12/15/2021	1/5/2022	1/12/2022	1/18/2022	1/26/2022	1/27/2022	2/7/2022	2/8 & 2/9
11/24/2021	11/26/2021	1/19/2022	2/2/2022	2/9/2022	2/15/2022	2/23/2022	2/24/2022	3/7/2022	3/8 & 3/9
12/22/2021	12/31/2021	2/16/2022	3/9/2022	3/16/2022	3/22/2022	3/30/2022	3/31/2022	4/4/2022	4/5 & 4/6
01/19/2022	1/28/2022	3/16/2022	4/6/2022	4/13/2022	4/19/2022	4/27/2022	4/28/2022	5/2/2022	5/3 & 5/4
02/23/2022	04/01/2022	4/20/2022	5/4/2022	5/11/2022	5/17/2022	5/25/2022	5/26/2022	6/6/2022	6/6 & 6/7
03/23/2022	04/29/2022	5/18/2022	6/8/2022	6/15/2022	6/21/2022	6/29/2022	6/30/2022	7/1/2022	7/5 & 7/6
								7/11/2022	7/12 & 7/13
04/20/2022	6/3/2022	6/15/2022	7/6/2022	7/13/2022	7/19/2022	7/28/2022	7/29/2022	8/1/2022	8/2 & 8/3
								8/15/2022	8/16 & 8/17
05/25/2022	7/1/2022	7/20/2022	8/10/2022	8/17/2022	8/23/2022	8/31/2022	9/1/2022	9/6/2022	9/7 & 9/8
06/22/2022	7/29/2022	8/17/2022	9/7/2022	9/14/2022	9/20/2022	9/28/2022	9/29/2022	10/3/2022	10/4 & 10/5
07/27/2022	9/2/2022	9/21/2022	10/5/2022	10/12/2022	10/18/2022	10/26/2022	10/27/2022	11/7/2022	11/8 & 11/9
08/24/2022	9/30/2022	10/19/2022	11/9/2022	11/16/2022	11/22/2022	11/30/2022	12/1/2022	12/5/2022	12/6 & 12/7
09/21/2022	10/28/2022	11/16/2022	12/7/2022	12/14/2022	12/20/2022	12/28/2022	12/29/2022	1/2/2023	1/3 & 1/4
10/19/2022	11/25/2022	12/14/2022	1/4/2023	1/11/2023	1/17/2023	1/25/2023	1/26/2023	2/6/2023	2/7 & 2/8
11/23/2022	6/3/2022	01/18/2023	2/8/2023	2/15/2023	2/21/2023	2/22/2023	2/23/2023	3/6/2023	3/7 & 3/8

**\*\*Provider Impact Training is available on Tuesday and Wednesday of each week. The above dates coincide with rhythm of privileges approval & New Provider Orientation.**

**Note: This grid is to be used as a guide. Other factors may impact anticipated start date not indicated on this guide.**

## Guide for Determining Start Dates

**Physician Completed Applications Deadline to ALBME** – This date that date that physicians need to have completed license applications returned to the ALBME. Average licensure application processing takes 6-8 weeks. International and physicians with military experience – applications may take longer.

**Credentials Application Due Date to MDSO**– This is the date that the completed credentials application must be returned to the Medical and Dental Staff Office. **If credentialing application is not received by this date the start date may be delayed.**

**Credentials Committee**– This is the first date that the provider, if his or her application is complete will be presented for credential approval at UAB. This must be approved at this meeting in order to be presented to MEC and UABHS Credentials Committee for final approvals. For an application to be considered complete, the applicant’s credentialing file must include active licensure, all verifications and peer references received, faculty appointment confirmation, Department Chair recommendation, completed documents, and no unresolved concerns or questions

**UABHS Credentials Committee** – No applicant can start prior to this date. The UABHS Credentials Committee has been delegated by the Board to approve credentialing/privileging.

**Start dates may be delayed if MDSO receives an incomplete application, pending approval of Collaborative Practice Agreement, and/or there are any delays in receiving primary source employment or education/training verifications, proof of insurance, peer references, etc.**

**Professional Staff (already with an Alabama Medical License)** – Start date will correspond with the UABHS Credentials Committee date that follows 2-3 months from the time a signed offer/contract is received.

**Physician and Professional Staff (without an Alabama Medical License)** – Start date will correspond with the UAB Health System Credentials Committee date that follows date that follows 4-5 months from the time a signed offer/contract is received. **It is imperative that physicians and professional staff without an Alabama License apply for their license to practice immediately, as the process to receive active Alabama licensure takes approximately 60-90 days. A credentials application is not considered complete and cannot go to Credentials Committee for approval until an active Alabama license is verified.**

**Professional Staff (without an Alabama Medical License and in need of Visa)** – Start date will correspond with the UAB Health System Credentials Committee date that follows a minimum of 6 months from the time a signed offer/contract is received.