



Dear **Ancillary** Provider,

Welcome to the Ancillary Provider Credentialing and Contracting process!

If you do not already have a Facility/Provider Record ID established with Blue Cross and Blue Shield of Texas that matches your billing information (Billing NPI and Tax Identification Number), you must complete the [Ancillary Provider Record Request Form](#) first, located under the **Provider Onboarding Process** on our [How to Join /Network Participation](#) page, to set up your BCBSTX Provider Record ID.

Obtaining a BCBSTX Facility/Provider Record ID does not automatically activate the Blue Choice PPOSM, Blue EssentialsSM, Blue Advantage HMOSM, Blue PremierSM, MyBlue HealthSM, Blue Cross Medicare Advantage (HMO)SM, Blue Cross Medicare Advantage (PPO)SM and/or Medicaid (STAR), CHIP and STAR Kids networks.

Claims will be processed out-of-network until the provider has been approved and activated in the network. If you wish to be a contracted provider, you will need to complete the **Credentialing/Recredentialing Ancillary/Hospital Provider Questionnaire** located under the **Credentialing and Contracting Process for Ancillary Providers** section of the [How to Join/Network Participation](#) page and include the licensing, liability insurance, accreditation and additional information requirements included below.



TEXAS SUBSTANCE ABUSE PROVIDERS CREDENTIALING CRITERIA CHECKLIST

*Please return the following documents along with your signed the
Credentialing/Recredentialing Ancillary/Hospital Provider Questionnaire:*

☐ **License:** A Valid, Current License from the Texas Department of State Health Services.

☐ **Insurance:** A current Certificate of General or Professional Liability including:

- Policy Number
- Effective and End Dates
- Liability Coverage of **\$1,000,000 per Occurrence and \$3,000,000 Aggregate.**
- **PLEASE DO NOT SEND DECLARATION ONLY CERTIFICATE OF INSURANCE**

☐ **Accreditation:** Current accreditation letter/certificate from one of the following:

- The Joint Commission (JC)
- Accreditation Association for Ambulatory Healthcare (AAAHC)
- Commission on Accreditation of Rehabilitation Facilities (CARF)
- Council on Accreditation of Services for Families and Children Inc. (COA)
- National Integrated Accreditation for Healthcare Organizations (NIAHOSM)

Methadone Clinics: Current accreditation from one of the following SAMHSA/CSAT-approved accreditation bodies is required:

- The Joint Commission (JC)
- Commission on Accreditation of Rehabilitation Facilities (CARF)
- Council on Accreditation (COA)
- Healthcare Facilities Accreditation Program (HFAP)

Note: Qualified accredited programs receive certification by SAMHSA, no exceptions will be made.

AND

Methadone Clinics must be SAMHSA/CSAT certified and qualified under 42 CFR, Part 8.

☐ **NPI Confirmation:** An Official Document confirming your current NPI

☐ **W9**

☐ *****Supervising Physician/Medical Director**

Physician supervised program is required including psychological support and counseling.

- Copy of supervising physician or Medical director License
- Copy of Board Certification.

**Please submit above required documents along with completed
Credentialing/Recredentialing Ancillary/Hospital Provider
Questionnaire within 30 days to:**

Email: AncillaryContracting_SE@BCBSTX.com