



# Dental Provider Application



# Dental Application



**I am applying to participate in the following EmblemHealth dental network(s):**

- ☐ Preferred (including the Preferred Premier and Dental Access plans, where applicable)
- ☐ Preferred Plus

**Please use the checklist below** to ensure we have all the information we need to process your application efficiently.

**BE SURE THAT:**

- ☐ **Each doctor** who will be treating patients in the EmblemHealth Dental program has completed an Application form and that **all sections** of the Application form are filled out completely.\*
- ☐ **Your personal SSN and date of birth** are included. This is required even if you submit claims under a different number.\*
- ☐ **The ID number you use to submit claims** (i.e., your Social Security number or Tax Identification Number) is included for each location.\*
- ☐ **Thorough explanations** are given for any “YES” answers to Questions 1-8 and any “NO” answers to Questions 9-11.\*
- ☐ **Your signature** appears in two places:
  - On the Application form; and
  - On the EmblemHealth Dental Preferred and/or Preferred Plus Individual Dentist Contract and/or Group Dental Contract.
- ☐ **You have included** a copy of your
  - **Professional Liability Insurance** (not general) page(s), showing name and address of carrier, individuals covered, expiration date, and liability limits.
  - **Current Federal DEA Certificate**; and
  - **Controlled Dangerous Substance Certificate (CDS)**, if you prescribe.\*
- ☐ **Anesthesia license**, where applicable.
- ☐ **Form W-9**.\*

\* Required.

**EmblemHealth, Dental Network Development, PO Box 2818, New York, NY 10116**

**Fax: 212-615-4953 (In NYC, Long Island, New Jersey, Westchester County, or Rockland County)**

**Fax: 212 510 5135 (In Upstate New York and Other States)**

**dentalproviders@emblemhealth.com**

<b>Dentist Information</b>	Last Name	First Name	Middle Name
CAQH ID	State(s) of License <i>Please attach copies.</i>	License Number(s)	DMD, DDS, or BDS <i>Circle one.</i>
Personal NPI #	Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female		

**YOUR CAQH ID IS REQUIRED. WE CANNOT ACCEPT YOUR APPLICATION WITHOUT THIS NUMBER.**

☐ Yes ☐ No Do you have hospital privileges? **If Yes, complete the following:**  
 Hospital Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

☐ Yes ☐ No Do you prescribe drugs? **If Yes, attach a copy of DEA and CDS, as applicable.**  
☐ Yes ☐ No Do you have Specialty training? **Specialty:** \_\_\_\_\_  
☐ Yes ☐ No Are you a Board Certified Specialist?  
☐ Yes ☐ No Anesthesia license. **If Yes, attach a copy of your anesthesia license.**

<input type="checkbox"/> Deep Sedation/General Anesthesia	Permit/License #	Exp. Date: ____/____/____	State:	<input type="checkbox"/> No state-issued permit/license
<input type="checkbox"/> Moderate/Conscious Sedation (all types)	Permit/License #	Exp. Date: ____/____/____	State:	<input type="checkbox"/> No state-issued permit/license
<input type="checkbox"/> Minimal Sedation (all types)	Permit/License #	Exp. Date: ____/____/____	State:	<input type="checkbox"/> No state-issued permit/license
<input type="checkbox"/> Pediatric Moderate/Conscious Sedation (all types)	Permit/License #	Exp. Date: ____/____/____	State:	<input type="checkbox"/> No state-issued permit/license
<input type="checkbox"/> Nitrous Oxide	Permit/License #	Exp. Date: ____/____/____	State:	<input type="checkbox"/> No state-issued permit/license
<input type="checkbox"/> Other: Sedation Type	Permit/License #	Exp. Date: ____/____/____	State:	<input type="checkbox"/> No state-issued permit/license

Dental School	Phone	Graduation Year
Specialty Training Institute	Phone	Completion Year

**CREDENTIALING CONTACT (person completing this form)**

Name	Email	Phone	Fax
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**Malpractice Coverage**

**EmblemHealth requires  
\$1M per occurrence/  
\$3M aggregate.**

*Please attach copies.*

Current Carrier: \_\_\_\_\_

Policy Number: \_\_\_\_\_ Coverage Dates: Start: \_\_\_\_/\_\_\_\_/\_\_\_\_ Expiration: \_\_\_\_/\_\_\_\_/\_\_\_\_

Professional Liability Limits: \_\_\_\_\_

**IMPORTANT: PLEASE LIST ALL CARRIERS FOR THE PAST 5 YEARS.**

Previous Carrier	Policy #	Coverage Start Date ____/____/____	Coverage End Date ____/____/____
Previous Carrier	Policy #	Coverage Start Date ____/____/____	Coverage End Date ____/____/____

<b>Primary Location</b>	Type of Practice: <input type="checkbox"/> Individual <input type="checkbox"/> Group Practice NPI #: _____							
	PracticeName: _____							
	Start Date at This Practice: ____/____/____							
Street Address (no P.O. Box)			City		County		State	ZIP Code
Practice Fax Number					Email Address			
Tax ID # (TIN) or Employer ID # (EIN)			Practice Phone Number			Wheelchair Access? <input type="checkbox"/> Yes <input type="checkbox"/> No		
<b>Office Hours</b> Ex: 8 a.m. to 5 p.m.	<b>Monday</b> __ a.m. to __ p.m.	<b>Tuesday</b> __ a.m. to __ p.m.	<b>Wednesday</b> __ a.m. to __ p.m.	<b>Thursday</b> __ a.m. to __ p.m.	<b>Friday</b> __ a.m. to __ p.m.	<b>Saturday</b> __ a.m. to __ p.m.	<b>Sunday</b> __ a.m. to __ p.m.	
Languages Spoken Other Than English		1. Do you limit your practice to the use of composite material for basic restorations? <input type="checkbox"/> Yes <input type="checkbox"/> No 2. Are Base metal crowns available at this location? <input type="checkbox"/> Yes <input type="checkbox"/> No						

<b>Additional Location 1</b>	Type of Practice: <input type="checkbox"/> Individual <input type="checkbox"/> Group Practice NPI #: _____							
	PracticeName: _____							
	Start Date at This Practice: ____/____/____							
Street Address (no P.O. Box)			City		County		State	ZIP Code
Practice Fax Number					Email Address			
Tax ID # (TIN) or Employer ID # (EIN)			Practice Phone Number			Wheelchair Access? <input type="checkbox"/> Yes <input type="checkbox"/> No		
<b>Office Hours</b> Ex: 8 a.m. to 5 p.m.	<b>Monday</b> __ a.m. to __ p.m.	<b>Tuesday</b> __ a.m. to __ p.m.	<b>Wednesday</b> __ a.m. to __ p.m.	<b>Thursday</b> __ a.m. to __ p.m.	<b>Friday</b> __ a.m. to __ p.m.	<b>Saturday</b> __ a.m. to __ p.m.	<b>Sunday</b> __ a.m. to __ p.m.	
Languages Spoken Other Than English		1. Do you limit your practice to the use of composite material for basic restorations? <input type="checkbox"/> Yes <input type="checkbox"/> No 2. Are Base metal crowns available at this location? <input type="checkbox"/> Yes <input type="checkbox"/> No						

<b>Additional Location 2</b>	Type of Practice: <input type="checkbox"/> Individual <input type="checkbox"/> Group Practice NPI #: _____							
	PracticeName: _____							
	Start Date at This Practice: ____/____/____							
Street Address (no P.O. Box)			City		County		State	ZIP Code
Practice Fax Number					Email Address			
Tax ID # (TIN) or Employer ID # (EIN)			Practice Phone Number			Wheelchair Access? <input type="checkbox"/> Yes <input type="checkbox"/> No		
<b>Office Hours</b> Ex: 8 a.m. to 5 p.m.	<b>Monday</b> __ a.m. to __ p.m.	<b>Tuesday</b> __ a.m. to __ p.m.	<b>Wednesday</b> __ a.m. to __ p.m.	<b>Thursday</b> __ a.m. to __ p.m.	<b>Friday</b> __ a.m. to __ p.m.	<b>Saturday</b> __ a.m. to __ p.m.	<b>Sunday</b> __ a.m. to __ p.m.	
Languages Spoken Other Than English		1. Do you limit your practice to the use of composite material for basic restorations? <input type="checkbox"/> Yes <input type="checkbox"/> No 2. Are Base metal crowns available at this location? <input type="checkbox"/> Yes <input type="checkbox"/> No						

<b>Additional Location 3</b>	Type of Practice: <input type="checkbox"/> Individual <input type="checkbox"/> Group Practice NPI #: _____							
	PracticeName: _____							
	Start Date at This Practice: ____/____/____							
Street Address (no P.O. Box)			City		County		State	ZIP Code
Practice Fax Number					Email Address			
Tax ID # (TIN) or Employer ID # (EIN)			Practice Phone Number			Wheelchair Access? <input type="checkbox"/> Yes <input type="checkbox"/> No		
<b>Office Hours</b> Ex: 8 a.m. to 5 p.m.	<b>Monday</b> __ a.m. to __ p.m.	<b>Tuesday</b> __ a.m. to __ p.m.	<b>Wednesday</b> __ a.m. to __ p.m.	<b>Thursday</b> __ a.m. to __ p.m.	<b>Friday</b> __ a.m. to __ p.m.	<b>Saturday</b> __ a.m. to __ p.m.	<b>Sunday</b> __ a.m. to __ p.m.	
Languages Spoken Other Than English		1. Do you limit your practice to the use of composite material for basic restorations? <input type="checkbox"/> Yes <input type="checkbox"/> No 2. Are Base metal crowns available at this location? <input type="checkbox"/> Yes <input type="checkbox"/> No						

<b>Work History</b>	<b>REQUIRED: List all your current and previous dentistry-related work and school experience for the PAST 5 YEARS. Include residency or fellowship, as applicable. If there are any gaps in your work history greater than 6 months, please provide an explanation under "Question Explanation" on the next page.</b>		
Previous Practice Name, Experience, Residency, etc.	Location (City and State)	Start Date Month / Year	End Date Month / Year
Previous Practice Name, Experience, Residency, etc.	Location (City and State)	Start Date Month / Year	End Date Month / Year
Previous Practice Name, Experience, Residency, etc.	Location (City and State)	Start Date Month / Year	End Date Month / Year

<b>Confidential Questions</b>	<b>REQUIRED: Please explain any "YES" answers to questions 1-8 on the back of this application.</b>
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☐ Yes
 ☐ No
 1. Are you now or have you ever been involved in any malpractice suit or arbitration, or has any settlement ever been paid by you or paid on your behalf?
 

If YES, please explain for each suit, arbitration, or settlement (whether open or closed) all details, including dates of incidents, filings and settlements; underlying circumstances; your role and legal status (defendant, codefendant, other); subsequent events (including patient outcome); professional liability insurer involved; amounts paid; and current status.

☐ Yes
 ☐ No
 2. Has your professional liability insurance ever been denied, suspended, canceled, or not renewed?

☐ Yes
 ☐ No
 3. Have you ever had any of the following items denied, revoked, suspended, not renewed, placed on probation, subjected to disciplinary action, or otherwise limited or curtailed; or have you voluntarily relinquished any item in anticipation of any of these actions; or are any of these actions pending with respect to any of the following items?
 

☐ Yes
 ☐ No
 State license in all jurisdictions

☐ Yes
 ☐ No
 DEA, CDS, or other applicable narcotic registration

☐ Yes
 ☐ No
 Hospital or other health care facility staff membership or privileges

☐ Yes
 ☐ No
 Professional organization membership

☐ Yes
 ☐ No
 Medicaid or other government program participation

☐ Yes
 ☐ No
 HMO, PPO, or other managed care plan

☐ Yes
 ☐ No
 Employment as a health care provider by a military service, hospital, HMO, or other health care organization

☐ Yes
 ☐ No
 4. Do you have any physical or mental impairment or condition that, with or without accommodation, would make you unable to perform the essential functions of a practitioner in your area of practice or unable to perform such essential functions without a direct threat to the health and safety of others?

☐ Yes
 ☐ No
 5. Considering the essential functions of a practitioner in your area of practice, are you suffering from any communicable health condition that could pose a significant health or safety risk to your patients?

☐ Yes
 ☐ No
 6. Within the past five years, up to and including the present, have you ever had a chemical dependency or substance abuse problem that might adversely affect your ability to competently and safely perform the essential functions of a practitioner in your area of practice?

☐ Yes
 ☐ No
 7. Have you ever been convicted of a crime (other than a traffic offense), or are you currently under indictment for an alleged crime?

☐ Yes
 ☐ No
 8. Have you ever been subject to any peer-review type of action?

**REQUIRED: Please explain any "NO" answers to questions 9-11 on the back of this application.**

☐ Yes
 ☐ No
 9. Does your office utilize proper infection control and barrier techniques?

☐ Yes
 ☐ No
 10. Does your office comply with OSHA requirements?

☐ Yes
 ☐ No
 11. Does your office have 24-hour emergency service or otherwise conscientiously make arrangements for emergency care, such as an answering service or machine with your home phone number, for your patients of record?



