

Providers,

The Medical Staff Office is pleased to announce the release of the Practitioner Portal, a user-friendly interface for completing electronic credentialing applications and privilege request forms. The new portal is compatible with both Mac and PC operating systems, and:

- Works with all platforms, including tablets
- Incorporates the application for enrollment in the Trinity Health liability program (for employed practitioners)
- Provides an easy to navigate "shopping-like" experience, walking practitioners through each step of the application

When we transition to the portal, the medical staff office will begin using the Trinity Health central verification office (The Center for Practitioner Information) to collect primary source verifications for our credentialing files. We will remain your main point of contact for all matters related to credentialing and privileging. This reorganization will allow the medical staff office to focus on a streamlined onboarding process, and an exceptional provider experience.

The Hospital Executive Council will continue to work on reappointments through July 31, 2023, however, we will no longer share information. Any health forms or licensure that expire after January 31, 2023, will need to be provided to both St. Joseph's Health and the Hospital Executive Council if you are on staff at other local hospitals.

We'll be rolling the new portal out to initial applicants and reappointment candidates in March 2023. Department Chairs will subsequently be trained to use the Administrative Review Module (ARM) to electronically recommend credentialing files for approval. We look forward to providing an improved, paperless experience for our physicians and advanced practice professionals!

It's not necessary for you to do anything at this time. When you are due for reappointment, you will receive an email with a username and passcode, and instructions on how to access the online application. In the meantime, please contact the Medical Staff Office at (315) 448-5683 if you have any questions.