



CREDENTIALING

Providers are selected to participate in HPS based on an assessment and determination of our network needs. The completion and submission of an application and supporting documents does not guarantee inclusion in HPS's provider network.

How to Become a Health Plan Select Participating Provider?

To be considered for participation in the HPS provider network, you will need to submit a written letter and any pertinent information indicating your interest in participating in our network. The letter must be signed from the provider and include the following information:

- The full legal name of the physician or other provider entity
- Hospital privileges, if applicable
- Please indicate if you are a Hospital Based Physician (HBP)
- If you are a HBP, who also practices outside the hospital setting, please list the additional settings (i.e., ambulatory surgery center, pain clinic or other specialty clinics, etc.)
- The physical address of your practice and the billing address, if different than the physical address
- The letter and supporting documentation may be faxed or mail to

Health Plan Select
Provider Relations
295 West Clayton Street
Athens, GA 30601
Telephone: (706) 549-0549
Fax: (706) 549-8004

What happens after Health Plan Select receives my letter of interest?

Your letter of interest shall be reviewed and a determination of network need shall be based on your specialty and geographic area. You will receive a written response within thirty (30) days.

How can I check the status of my letter of interest?

If you have any questions or want to check the status of your request, you may contact the Provider Relations Department at (706) 549-0549 Ext. 5 to speak directly with a Provider Relations Representative.

Why does Health Plan Select require credentialing to join their network(s)?

The verification of credentials is an integral part of Health Plan Select's network process and quality program. It helps ensure our members have access to quality care and it is also required to meet both state and federal guidelines.