



Individual Provider Enrollment Checklist

Use this checklist to determine which items are needed for a clean application based on your specialty type. The shaded areas indicate what is required. Note: Mid-level includes nurse practitioners, physician assistants, certified registered nurse anesthetists, certified nurse midwives, clinical nurse specialists and hospital-based physicians. Ancillary includes speech, physical, occupational and audiology therapists.

Complete the enrollment process through [My Provider Enrollment Portal](#).

If you are unable to submit an application through the portal, please ensure you include **all required documentation with applicable signatures, initials and dates** to Provider.Blue.Enroll@bcssc.com to begin the enrollment process.

Checklist Items	Mid-Level	Physician	DDS*	DMD**	Ancillary	Chiro
Provider Enrollment Application (select Link)	Link	Link	Link	Link	Link	Link
Copy of SC Medical or Practice License						
Drug Enforcement Administration (DEA) Certification			See Footnote 1			
Current Copy of Malpractice (Min. \$1M/\$3M)						
Authorization to Bill for Services						
Clinical Lab Improvement Amendments				See Footnote 2		
Nurse Practitioner Preceptor Form						
Signed Contracts						
Hold Harmless – BlueChoice HealthPlan (select Link)	Link	Link	Link	Link	Link	Link
Appendix D – BlueChoice HealthPlan						
Additional Items for Medicaid						
Medicaid ID Number				See Footnote 2		
Nurse Protocols						
Physician Assistant Protocols	See Footnote 3					

¹Only needed if applicable.

²Only needed if the DMD is applying for medical networks.

³Only needed for physician assistants.

*Doctor of Dental Surgery (DDS)

**Doctor of Medicine in Dentistry (DMD)

