



Continuum Health Partners, Inc.

LICH GME CREDENTIALING REQUEST CHECKLIST

Your contract **will not be processed** until the following **Original** documents (**Foreign and English**) are presented to this office (**FOREIGN TRANSLATIONS MUST BE ON TRANSLATOR'S OFFICIAL LETTERHEAD AND TRANSLATED IN THE UNITED STATES. NOTARIZED COPIES MUST STATE, 'ORIGINALS WERE SEEN', AND MUST HAVE U.S. NOTARY SEAL.**) Please submit notarized copies of requested documents when returning contracts.

TO DATE, WE ARE STILL MISSING THE FOLLOWING DOCUMENTS:

- [] HOUSE STAFF APPLICATION PROCESSING FORM (*form found on website – see credentialing document instructions*)
- [] MEDICAL SCHOOL DIPLOMA
- [] FINAL MEDICAL SCHOOL TRANSCRIPT
- [] 5TH PATHWAY CERTIFICATE (*if applicable*)
- [] ECFMG CERTIFICATE (*VALID*)
- [] CURRENT CURRICULUM VITAE (*RESUME*)
- [] DEAN'S LETTER
- [] LETTERS OF RECOMMENDATION (2-3)
- [] USMLE results (1, 2CK, 2CS & 3); COMLEX (1 & 2) or other Licensing Board results
- [] COMPLETION OF PRIOR TRAINING CERTIFICATE (*if applicable*)
- [] NYS LICENSE/REGIS. /LIMITED PERMIT (*Dental Residents, Chief Residents & Fellows*)
- [] PROOF OF CITIZENSHIP **or** WORKING VISA/WORK AUTHORIZATION*
- [] CERTIFICATE OF ELIGIBILITY-J1 (*DS-2019 Form, if applicable*)
- [] SOCIAL SECURITY CARD (*signed*)
- [] DEA REGISTRATION (*if applicable*)
- [] NYS DOH 405.4, Int'l Med Graduate (IMG) (*if applicable, form found on website – see credentialing document instructions*)

*If Work Authorization is based on a spouse's J-1 or other Visa, please submit a copy of spouse's Visa (passport and I-94 card) and DS-2019.

NOTE: Contract is **Void** if documents are **not** received by start date of contract.