

**ARIZONA COMMUNITY PHYSICIANS
INITIAL CREDENTIALING**

DOCUMENTS REQUIRED TO SUBMIT WITH COMPLETED INITIAL APPLICATION:

- ✓ Curriculum Vitae/Resume'
- ✓ Copy of DEA
- ✓ Copy of Malpractice Face Sheet
- ✓ Copy of school Diplomas (Medical, Internship, Residency, Fellowship or BSN, MSN, PA)
- ✓ Copy of Board Certification
- ✓ CME Certificates – 40 credits (hrs) from the past two calendar years. (3 of which need to be from Opioid/Drug abuse training)
- ✓ TB Skin Test/MMR documentation

If you have questions, please contact Julie Pena-James, Credentialing Coordinator 520 382-1205 or jpenajames@azacp.com.

COMPLETE APPLICATION AND ALL REQUIRED DOCUMENTS ABOVE CAN BE SCANNED AND EMAILED TO jpenajames@azacp.com. OR CAN BE FAXED TO 520-795-0225.

Arizona Community Physicians uses CAQH in conjunction with ECHO as the primary source of credentialing. We will contact you directly during the Credentialing process to set up individual accounts and to distribute ACP internal Compliance documents.