



Provider Change Form

- Aspirus Medical Staff Services (Medical Staff):
 - ALH, AMH, AWR, AWH, APH, ADS, AIW, AIR, AKH, AER, AMR, ASH, ATH, ARN, ASP, HYM
- Northcentral Credentialing Services (NCS)
- Northcentral Credentialing Services (NCS) private practice customers
- Aspirus Network, Inc. (ANI) (Commercial Payor Enrollment)
- Aspirus Revenue Cycle (PIE) (Government Payor Enrollment)

Provider Name	Provider Degree	Provider Practicing Specialty
Provider NPI (or DOB if no NPI)	Provider Email Address	Provider Support Contact Name/Email
Clinic Manager/Designee Name		Clinic Manager/Designee Email

Reason for Change (mark ALL that apply)			
Demographic-Name Change	Provider-Location Add	Add Privileges/Proctoring	
Demographic-Credential/License Update	Provider-Location Remove	Remove Privileges	
Demographic-Home Address Change	Provider-Specialty Change	Provider-Start Date Change	
Provider-Full Termination (Reason Below)	Provider-Supervising/Collaborating Physician Change		

Reason for Full Termination	
Going to new practice	End of Contract
Moved out of area	Retirement
Other/Unknown	

Termination Misc.	
Aspirus Only-Does provider need tail coverage? Y or N	
Does provider wish to hold Emeritus status? Y or N	

Removing/Leaving this Location(s)	
EFFECTIVE DATE (MM/DD/YY)	
Practice/Clinic Name	
Practice/Clinic Address	
Comments/Misc. (change of provider name, specialty, sup/collab physician, etc.)	

Addition/Future Location(s)	
EFFECTIVE DATE (MM/DD/YY)	
Future Practice/Clinic Name	
Future Practice/Clinic Address	
Location Type-Primary, Additional, Coverage	
New Supervising/Collaborating Physician	
Telehealth from Clinic or Home	
Comments/Misc. (change of provider name, specialty, sup/collab physician, etc.)	
Current Provider to Emulate Setup:	
EPIC Dept Number (if known)	
Can a patient schedule an appointment with the provider at this location? <small>Health Plan Directories</small>	

****Send a copy of the new COI as appropriate** **Reminder to update as needed: NPI, State License, DEA, Board Certifications, COI, etc.**

Changes to PRIVILEGES AND MEDICAL STAFF Credentialing – Indicate EFFECTIVE DATE MM/DD/YY:

	Add	Change	Term		Add	Change	Term
Aspirus Network, Inc. (ANI)				Aspirus Merrill Hospital			
Aspirus Langlade Hospital				Aspirus Rhinelander Hospital			
Aspirus Medford Hospital				Aspirus Stanley Hospital			
Aspirus Wisconsin Rapids Hospital				Aspirus Stevens Point Hospital			
Aspirus Wausau Hospital (Plover Hospital)				Aspirus Tomahawk Hospital			
Aspirus Iron River Hospital				Howard Young Medical Center			
Aspirus Ironwood Hospital				Bone & Joint, SC			
Aspirus Keweenaw Hospital				Bridge Community Health Clinic			
Aspirus Divine Savior Hospital				GI Associates Endoscopy Center			
Aspirus Eagle River Hospital				North Central Health Care			

Provider/Clinic Manager Signature

Date

Email completed form to ProviderChangeForm@aspirus.org