

## INTERNAL POLICY FORM

**POLICY NUMBER:** 2/0037/R3

**POLICY TITLE:** Determination of Practitioners for Primary Care Practitioner Status

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**POLICY STATEMENT:** Priority Health will assign the designation of Primary Care Practitioner to providers in the network, or applying for entry into the network, based on specific criteria. In addition, Priority Health will review, on a requested case by case basis, members with chronic or complex medical conditions that would be better managed by a physician specialist. In those instances where a physician specialist best serves primary management of a member, the member may have that specialist as their Primary Care Practitioner as described below.

**EFFECTIVE/INCEPTION DATE:** 10/99

**REVIEW/ REVISION DATE:** 10/99, 8/01, 9/02, 9/03, 1/05, 2/1/06

**STATUS:** Existing Policy

**APPROVAL COMMITTEE/ DATE:** Credentialing Committee 10/99, 9/4/02, 9/3/03, 1/5/05, 2/1/06

**DISTRIBUTION/ SECURITY:** Internal distribution and access on PHIN

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**BACKGROUND:** Priority Health will clearly identify those practitioners who qualify to request designation as a Primary Care Practitioner. Priority Health will also identify any exceptions requested by practitioners who do not meet initial designation to be assigned as a Primary Care Practitioner. In addition, requests by members with chronic or complex medical conditions will be reviewed on a case by case basis to allow the assignment of a specialist physician as the Primary Care Practitioner for requesting member.

### **POLICY DESCRIPTION:**

1. Those practitioners completing formal training in the following specialties can be designated as a Primary Care Practitioner if all criteria described in Appendix A of the Practitioner Specific Criteria is met:
  - a) Diabetology
  - b) Family Practice
  - c) General Practice
  - d) Geriatric Medicine
  - e) Gynecology
  - f) Internal Medicine
  - g) Internal Medicine/ Pediatrics
  - h) Obstetrics and Gynecology
  - i) Pediatrics

2. The following mid-level practitioners may request assignment as a Primary Care Practitioner if all criteria described in Appendix B of the Practitioner Specific Criteria is met:
  - a) Nurse Practitioner
  - b) Physician Assistant
  
3. Those practitioners not included under 1 or 2 above, may request an exception for consideration for designation as a Primary Care Practitioner. The Credentialing Committee will consider these requests on an individual basis. In order for the Credentialing Committee to consider a request, the practitioner must submit, at a minimum, the following documentation:
  - a) Written request
  - b) Practice experience in primary care, current and/or past
  - c) CME related to primary care
    - i) In assessing a practitioner's request, the Credentialing Committee may take into consideration:
      - a) The service area the provider is serving and the need for additional Primary Care Practitioners
      - b) Current medical record documentation based on Primary Care Practitioner Medical Record Documentation Review Tool
    - ii) Priority Health will notify the practitioner of the Credentialing Committee decision within 10 business days.
  
4. Frequent and on-going care management of complex or chronic diseases by a physician specialist may allow the assignment of that specialist as the member's Primary Care Practitioner if all of the following are met:
  - a) Request for assignment of specialist as Primary Care Practitioner is initiated by the member.
  - b) Chief Medical Officer or physician staff designee reviews the case to determine the appropriateness of the request.
  - c) Health Management Staff notifies Member Services and Enrollment for follow-up.

**POLICY REVIEW:** Priority Health's Determination of Practitioners for Primary Care Practitioner Status Policy will be reviewed at least biennially and revised as needed.

**SUPPORTING DOCUMENTATION:**

- 1) Practitioner Credentialing Overview # 2/0039/R4
- 2) Practitioner Recredentialing Overview and Performance Monitoring # 2/0040/R4
- 3) NCQA QI Standard 4, CR 1

**OPERATIONAL AREAS IMPACTED:** Enrollment, Customer Service, and Health Management

**SPECIAL NOTES (I.E., PRODUCTS AFFECTED):** This policy applies to all products.