

To contract and credential with Driscoll Health Plan, please complete the following form and e-mail to: DHPContracting@Dchstx.org. Upon receipt of this request form DHP will notify Aperture (CVO) to initiate the credentialing process with your completed credentialing application on CAQH or Availity. Assure that all information in CAQH or Availity is updated and required documents current. Complete this form for all practice or facility locations. DHP looks forward to working with you! Note: Providers must be enrolled in Texas Medicaid and have an active TPI before submission of this request.

## Request for Contract

Date of Request: \_\_\_\_\_ Requested by: \_\_\_\_\_ Title: \_\_\_\_\_  
 Requestor's Phone No. \_\_\_\_\_ Email: \_\_\_\_\_

### MAIN PROVIDER INFORMATION

Provider Name: \_\_\_\_\_ Group Name: \_\_\_\_\_  
 Tax ID: \_\_\_\_\_ Group NPI: \_\_\_\_\_ Group TPI: \_\_\_\_\_  
 Specialty: \_\_\_\_\_ Taxonomy: \_\_\_\_\_  
 Individual TPI: \_\_\_\_\_ Individual NPI: \_\_\_\_\_ S.S. No. \_\_\_\_\_  
 CAQH No: \_\_\_\_\_ Provider Date of Birth \_\_\_\_\_ Web Address \_\_\_\_\_

#### Physical Address (POS): Primary Place of Service, (POS)

\_\_\_\_\_  
 \_\_\_\_\_  
 City, \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Fax: \_\_\_\_\_

#### Billing Address: (Must be a Physical Address) (Different from Billing Co.)

\_\_\_\_\_  
 \_\_\_\_\_  
 City, \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Fax: \_\_\_\_\_

#### Mailing Address:

\_\_\_\_\_  
 \_\_\_\_\_  
 City, \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Fax: \_\_\_\_\_

#### Pay To Address:

\_\_\_\_\_  
 \_\_\_\_\_  
 City, \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Fax: \_\_\_\_\_

### FOR DHP OFFICE USE ONLY

- W-9  
 Web Portal Agreement  
 EFT Agreement  
 Type Contract:  
 Ancillary  Group  Individual  IPA  PHO  RHC  
 FQHC  Facility

- DHP Credentialing Application Addendum  
 Provider Disclosure Statement  
 NPI/TPI  
 Web Address (URL)  
 Date to CVO \_\_\_\_\_

**Providers please Note:** Upon Receipt of your signed contract proposal and "Completed" Credentialing file from Aperture (CVO) the credentialing process can take up to 90 days.