

**Covenant Health
Medical Staff Services**
Effective 6/01/18

Title: Medical Staff Application Fees

Statement of Purpose: To offset the costs of providing credentialing/privileging services to Covenant Health, the Regional Medical Staff Office will charge fees for processing applications for initial appointments to the Medical Staff as well as Allied Health providers.

- A. All applications for appointment to the Medical Staff shall be accompanied by a non-refundable application fee based on the following:

Initial Application Fees

Single Facility	<ul style="list-style-type: none">• Covenant Medical Center• Covenant Health Children's• Covenant Specialty Hospital• Covenant Health Levelland• Covenant Health Plainview• Covenant Health Hobbs• Grace Surgical Hospital	\$250
Multi-Facility	2 or more Facilities (listed above)	\$500

- B. Applicants requesting temporary privileges will be assessed a fee of \$250 if temporary privileges are approved/granted.

Temporary Privilege Fee

Single Facility	\$250
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- C. Applications for reappointment to the Medical Staff shall NOT be charged a fee unless the application is received after the deadline stated in the reappointment memo (the deadline will be 60 days from when the membership/privileges expire). In that case, the provider will be assessed a late charge, which must be collected before the application is considered complete.

Reappointment - Late Fees

Single Facility	\$250
Multi-Facility	\$500

- D. Applicants wishing to have a copy made of their Texas Standardized Credentialing Application, Reappointment application or other credentialing documents they have supplied to Medical Staff Services will be provided upon request.

Procedure:

- A. Application fees must be submitted as a check or cashier's check payable to "Covenant Health," or by credit card. Cash will not be accepted. Please remit payments to the Covenant Health Medical Staff office. Fees should **not** be submitted with the credentialing paperwork to the vendor.
- B. Check deposits will be handled by Medical Staff Services.

Send payment to: Medical Staff Office
Attn: Leandra Primm
3615 19th Street, Box 151
Lubbock, TX 79410