



MEMO

Date: August 11, 2021

To: DWIHN Contracted Providers

From: Credentialing and Information Technology Unit

Re: MH-WIN Staff Record Requirements

The Detroit Wayne Integrated Health Network uses the MH-WIN staff record for many mandated requirements. The MH-WIN staff record has been revised. There are two drop down boxes for practitioner types. The first is titled **Primary Practitioner Type** and the second drop down is **Additional Practitioner Type**.

The **Primary Practitioner Type** must be completed for everyone, if the staff practitioner type is not listed click **N/A**. If the staff has a second practitioner type indicate it in the **Additional Practitioner Type** box. If there is not an **Additional Practitioner Type** you must click **N/A**. **Both boxes must be checked for all staff.**

The MH-WIN staff record must be revised for all of your staff by **Wednesday September 8, 2021**. Any additional questions should be sent to piphcredentialing@dwihn.org.

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