

VRC Peer Work Flow

Updated 02/16/2015

Version 1.0

Presented by:

Medversant Implementation Management Team



VRC Peer Work Flow

Step 1

To begin work flow, login using your username and password. The application is located at https://client.providersource.com/portal.

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	WEDVERSANT UserName BCBS Peer1@medversant.com Personrd				

Step 2

After login, you land on the default Work Tickler search window, to begin peer review, first narrow your visible list of providers by submitting a date range in the "Committee Date" search options (highlighted in red), then button labeled "Search" (highlighted in green).



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All		TYPE	CRED CYCLE	REVIEW LEVEL	RECRED DUE DATE	REVIEW DATE	COMMITTEE DATE	STATUS	
Provider Type	Aboudan, Sahar	MD	Recred	Review and Discuss	6/5/2012	02/25/2015	2/28/2015		
All	Addesa, Anthony	MD	Recred	Exception	5/5/2014	02/25/2015	2/28/2015		
Committee Date	Auerbach, David	DO	Recred	Qualifies	2/5/2014	02/07/2015	2/15/2015		
02/15/2015 02/15/2015	Aure, Shaun	MD	Recred	Qualifies	5/5/2014	02/07/2015	2/15/2015		
First Name Last Name	Austin, Paul	MD	Recred	Qualifies	10/5/2013	02/07/2015	2/15/2015		
	Avila, Duby	MD	Recred	Exception	9/5/2014	03/15/2015	3/30/2015		
	🔲 Badra, Dina	MD	Recred	Qualifies	12/5/2012	03/15/2015	3/30/2015		
Search	Baez, Rosaura	MD	Cred	Exception		03/15/2015	3/30/2015		
	Baquero, Washington	MD	Cred	Exception		03/15/2015	3/30/2015		
	Barker, Gary	OD	Recred	Qualifies	3/5/2013	03/15/2015	3/30/2015		
	Barnes, Harrison	MD	Recred	Qualifies	6/5/2012	03/15/2015	3/30/2015		
	BARTHOLOMEW, BETH	MD	Recred	Exception	7/5/2014	03/15/2015	3/30/2015		-

Step 3

Select a provider to be reviewed by clicking on name (highlighted in red below).

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All		PROVIDER NAME	TYPE	CRED CYCLE	REVIEW LEVEL	RECRED DUE DATE	REVIEW DATE	COMMITTEE DATE	STATUS
Provider Type		Auerbach, David	DO DO	Recred	Qualifies	2/5/2014	02/07/2015	2/15/2015	
All	•	Aure, Shaun	MD	Recred	Qualifies	5/5/2014	02/07/2015	2/15/2015	
Committee Date		Austin, Paul	MD	Recred	Qualifies	10/5/2013	02/07/2015	2/15/2015	
02/15/2015	02/15/2015	Becker, David	MD	Recred	Review and Discuss	8/5/2012	02/07/2015	2/15/2015	
First Name	Last Name	Bowers, Gary	MD	Recred	Review and Discuss	2/6/2012	02/07/2015	2/15/2015	
	Search Reset								

Step 4

Upon clicking the name, the Provider Profile page will appear. Detailed information about the provider is now available for your review. Should you want even more information, you may select the "Verified Profile" .pdf (highlighted in red below).



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PROVIDER NAME TYPE	STATUS P	ROVIDER NAME	C	DATE OF BIRTH	SSN	NPI	TIN	MEDICARE #	GROUP NAME	1 VE	RIFIED PRO	FILE		=
Aboudan, Sahar MD Addesa, Anthony MD	S 99 Ja 90	ahar Abouda 105 Old St. Augustine icksonville, FL, 32257 14-260-3609	n Rd.			1528058575								
	APP	LICATION AND VER	IFICATION SUM	MARY										
	Rect 3/28	eived Data: 8/2012	Completed 4/4/2012	d Date:		Signature Date:		Ci Ri	red Cyde: ecred		Recred Due 6/5/2012	Date:		
	Leve	el of Review: iew and Discuss	Review De REVIEW II	etail: NCOMPLETE CAQH A	PPLICATION - UNABLE	TO ACCESS PROVIDE	RS CAQH APP	LICATION						
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	M	E63347	MD	FL	1992-12-18	2017-01	-31		Clear/Activ	/e	2015-0	1-28		
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Step 4b

If you click on the Verified Profile, a pop up of the .pdf will appear.

Eile Edit View High	2012-7-21\Profile of Sahar_Aboudan 2012-7-21-7-2	0-49 AM.pdf - Mozilla I	Firefox	×				
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	Credent	ialing Committe	ee Action				Manage Account FAQs L	ogout
	Client Organization		Credential Service Provider				VRC	
Welcome, BCBS_Pe	BCBSF Providers 4800 Deerwood Campus Parkway, Bldg 300 Jacksonville, FL 32246 Phone: Fax:		Medversant 355 S. Grand Ave., Suite 1700 Los Angeles, CA 90071 Phone: (213)291-6135 Fax: (213)489-1120		L		Reports Work Tickler	Minutes
	Credentialing Cycle:	Recred	Photo					
Providers	Practitioner Name:	Aboudan, Sahar	No Photo				Profile Review	
	Practitioner Type:	MD		- 8				
PROVIDER NAME	Participating Specialty:	Pediatrics	Board Certified? Yes		MEDICARE #	GROUP NAME	VERIFIED PROFILE	
Aboudan, Sahar	Credential	ing/Peer Review Comm	ittee Action					
Addesa, Anthony	€ Approved	 Pending for Further Information 	@ Other					
Avila, Duby	e Denied	Restrictions or special conditions						
Badra, Dina	Comments:							
Baez, Rosaura					-	Cond Control	Derend Due Debu	
Baquero, Washing						Recred	6/5/2012	
Barker, Gary								
Barnes, Harrison	Committee Representative:		Date:		TAPPLICATION			
BARTHOLOMEW,	Application Collection Attempt							
Bauer, Mislen	No Method Status		Date					
Bennett Caren	Application Completion Attempt				SOURCE	STATUS	VERIFY DATE	
	No Method Status Description		Date			Clear /Active	2015-01-28	
	Report processed Date: 7/21/2012					cica picare		

Step 4c

Once you have completed reviewing the .pdf or you choose not to review it, you can complete the review process by selecting the "Review" button (highlighted in red) in the upper right corner of the Work Tickler window. To submit your feedback, click on the "Add Recommendation" button (highlighted in green below).



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PROVIDER NAME	TYPE STATUS	BCBC Dimension [10.0 Dimension]			<u> </u>	_	-
Aboudan, Sahar	MD	BLBS Director [VRC Director]			1		
Addesa, Anthony	MD	1/21/2015 3:12:22 PM Approved - Qualifies for Committee					
Avila, Duby	MD						
ladra, Dina	MD			Ad	d Recommendati	on	
laez, Rosaura	MD						
laquero, Washington	MD						
Barker, Gary	OD						
larnes, Harrison	MD						
BARTHOLOMEW, BETH	MD						
Bauer, Mislen	MD						

Upon clicking the button, the "Review Committee Recommendation window will appear. To complete your review process, select your recommendation from the drop down labeled "Recommendation:" (highlighted in green below), input any comments you feel necessary in the "Review comments:" text box, then attach your chosen .jpg signature by clicking on the "Browse" (highlighted in red), navigating to the location of the file, and add it once located. By clicking the button labeled "Save", your review of this provider is complete.

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PROVIDER NAME	ТҮРЕ	STATUS	Review Committee Recomendation					
Aboudan, Sahar	MD	(Approved)	Recommendation:					
Addesa, Anthony	MD		-					
vila, Duby	MD		Approve					
adra, Dina	MD		Deny Pending					
ez, Rosaura	MD		Recommend Termination					
aquero, /ashington	MD							
arker, Gary	OD							
arnes, Harrison	MD							
ARTHOLOMEW, ETH	MD		Use Existing Signature Image					
auer, Mislen	MD							
anatt Caron	MD					Sav	e Cl	ose



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PROVIDER NAME	TYPE STATUS		
houdan. Sahar	MD	Review Committee Recomendation	
ddesa, Anthony	MD	Recommendation:	
vila. Duby	MD	Approve	
adra, Dina	MD	Review comments:	
aez, Rosaura	MD	I approve adding this provider.	
aquero, Washington	MD		
arker, Gary	OD		
man Harrison	MD		
inco, namon	MD		
ARTHOLOMEW, BETH			
ARTHOLOMEW, BETH auer, Mislen	MD		

Upon clicking "Save", you will return to the Provider Profile page where the status of the provider will be noted with recommendation (highlighted in yellow below). To repeat review process for another provider, click on the "Back to Search" button (highlighted in red) to return to Work Tickler list.

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Providers	ck to Search									Profile	Revie	w
PROVIDER NAME TYPE	STATUS	PROVIDER NAME		DATE OF BIRTH	SSN	NPI	TIN ME	DICARE #	GROUP NAME		IED PROFILE	
Aboudan, Sahar MD Addesa, Anthony MD	(Approved)	Sahar About 9905 Old St. Augusti Jacksonville, FL, 322 904-260-3609	lan ne Rd. 57			1528058575						
		APPLICATION AND	ERIFICATION	SUMMARY								
		Received Data: 3/28/2012	Con 4/4	npleted Date: /2012		Signature Date:		Cre	ed Cycle: cred	Re 6/	ored Due Date: 5/2012	
		Level of Review: Review and Discuss	Rev	iew Detail: IEW INCOMPLETE CAQH A	PPLICATION - UNABLE	TO ACCESS PROVIDERS	S CAQH APPLIC	ATION				
		Licensure an	nd Regis	tration								
		NUMBER	TYPE	STATE	FROM DATE	TO DATE		SOURCE	STATUS		VERIFY DATE	
		ME63347	MD	FL	1992-12-18	2017-01-3	1		Clear/Active		2015-01-28	
		Specialty										

Step 4d



You may also submit your recommendation without going into the detailed profile by clicking the check box next to the provider's name (highlighted in red below), then clicking on the "Submit" button (highlighted in green).

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All	•	PROVIDER NAME	TYPE	CRED CYCLE	REVIEW LEVEL	RECRED DUE DATE	REVIEW DATE	COMMITTEE DATE	STATUS
Provider Type		Aboudan, Sahar	MD	Recred	Review and Discuss	6/5/2012	02/25/2015	2/28/2015	(Approved)
All	•	Addesa, Anthony	MD	Recred	Exception	5/5/2014	02/25/2015	2/28/2015	
Committee Date		🖾 Avila, Duby	MD	Recred	Exception	9/5/2014	03/15/2015	3/30/2015	
From	10	🔲 Badra, Dina	MD	Recred	Qualifies	12/5/2012	03/15/2015	3/30/2015	
First Name	Last Name	Baez, Rosaura	MD	Cred	Exception		03/15/2015	3/30/2015	
		Baquero, Washington	MD	Cred	Exception		03/15/2015	3/30/2015	
		Barker, Gary	OD	Recred	Qualifies	3/5/2013	03/15/2015	3/30/2015	
	Search Reset	Barnes, Harrison	MD	Recred	Qualifies	6/5/2012	03/15/2015	3/30/2015	
		BARTHOLOMEW, BETH	MD	Recred	Exception	7/5/2014	03/15/2015	3/30/2015	
		Bauer, Mislen	MD	Recred	Exception	5/5/2014	03/15/2015	3/30/2015	
		Bennett, Caren	MD	Recred	Exception	6/5/2013	03/15/2015	3/30/2015	

The Review Committee Recommendation window will appear, just follow the same process as listed in Step 4c.