

THIS FORM BEST COMPLETED IN MICROSOFT WORD – PLEASE DO NOT OPEN FILE IN A BROWSER



Dear Provider:

Welcome to locum tenens with Medical Doctor Associates, LLC, the quality leader in medical staffing. Please complete and return the enclosed application packet along with copies of the documents listed below.

- Current Curriculum Vitae** ~ (the CV must include your work history, from receipt of medical degree to the present. *All dates must include month & year and not contain any gaps in time*)
- Medical School Diploma**
- Internship Certificate**
- Residency Certificate**
- Fellowship Certificate**
- Board Certification** (Certificate or Letter)
- Active and Inactive Medical Licenses** (Wallet Copy)
- ECFMG Certificate**
- DEA Certificate**
- IRS W-9 Form**
- State Controlled Dangerous Substance Permits**
- ACLS / BCLS / ATLS / PALS** (please include copies of all applicable)
- USMLE**
- AMA Recognition Award for CME**
- National Practitioner Identifier (NPI) Number Confirmation Letter/Email**
- Current Certificate of Insurance** (if not utilizing MDA's coverage)

In order to ensure that your application is processed as quickly as possible, please note the following:

- The application must be completed, signed and dated. Please do not leave any areas or questions blank. If the question does not apply, please indicate by marking "N/A".
- Please ensure that legible copies of the items listed above are included with your application packet. These items are required elements of our credentialing process. If you are not able to provide a requested document, please provide a comment or explanation as to why, and if/when you will be able to obtain and forward.

Once submitted, our Credentialing Department will process your application as quickly as possible. Should you have any questions about your application, or about locums assignments with MDA, please don't hesitate to contact your Staffing Consultant.

Thank you for allowing us the opportunity to work with you!