



## ***PACIFIC SOURCE CONTRACT***

We have received the fully executed contract from Pacific Source that will be live on July 1, 2015. It was sent via email along with a fee schedule for reimbursable rates. It is important to read this contract and decide if you will be signing the AMHA-NW contract with Pacific Source or staying with your existing contract with them, if you have one. If you do not have a contract with Pacific Source and would like to participate, you must complete the listed documents under the “Pacific Source Credentialing” section.

Once you have read the Pacific Source contract, including the fee schedule, a response is required using the Right Signature email that was sent to you. Right Signature is a secure way for you to either opt in or opt out of this contract. This contract and fee schedule are confidential internal documents that are not meant to be shared with others. It is for your use only.

- Read Pacific Source Contract
- Review Rate Reimbursement Schedule
- Make a decision –accept or decline participation in AMHA-NW contract with Pacific Source
- Officially opt in or opt out via Right Signature email received from Nick Dietlein

## ***PACIFIC SOURCE CREDENTIALING, RECREDENTIALING, OR UPDATING RECORDS***

If you were listed as a provider who needed to be re-credentialed by Pacific Source and you would like to sign a Pacific Source AMHA-NW contract, you must complete or provide the following documents to Denise Polacek as soon as possible. Credentialing could take 30-90 days to complete. We realize that this process is confusing since most providers are currently credentialed with Pacific Source. It appears anyone who has a Reliant Behavioral Health contract must be re-credentialed to be serve on the AMHA-NW contract.

### **Who Needs to do What ?**

The "AMHA Participation Form" is the guide. Click on the link below to download it: [AMHA Participation Form](#).

It lists what's needed from each provider depending on current contract status. It also requires an IPA coordinator signature to confirm eligibility to accept the IPA contract. And that needs to be submitted even if the provider has everything else delivered and approved. WOMHA's IPA coordinator is Nick Dietlein. Please send your Pacific Source AMHA NW Participation Form to Denise Polacek for him to sign.

For additional information or to read Pacific Source documents, click [here](#).

*To do list for Pacific Source Credentialing for a provider who has no contract with Pacific Source or Reliant Behavioral Health:*

- Read "Credentialing Criteria", "Interest Letter", & "Practitioner Rights Notification"
- Completed and signed Oregon Practitioner Credentialing Application
- Pacific Source AMHA-NW Participation Form, including signature from IPA coordinator
- Pacific Source Provider Interest Form
- Proof of your license
- Proof of your liability insurance
- Completed W-9 for
- Send completed documents to Denise Polacek via email at [dpolacek@hotmail.com](mailto:dpolacek@hotmail.com)

*To do list for Pacific Source Credentialing for a provider who has a contract directly with Pacific Source:*

- Read "Credentialing Criteria", "Interest Letter", & "Practitioner Rights Notification"
- Pacific Source AMHA NW Participation Form, including signature from IPA coordinator
- Pacific Source Provider Interest Form
- Provide a letter terminating your current contract along with a formal Pacific Source AMHA-NW contract acceptance
- Send completed documents to Denise Polacek via email at [dpolacek@hotmail.com](mailto:dpolacek@hotmail.com)

*To do this for Pacific Source Credentialing for a provider who has a Reliant Behavioral Health contract including Pacific Source Commercial:*

- Read "Credentialing Criteria", "Interest Letter", & "Practitioner Rights Notification"
- Completed and signed Oregon Practitioner Credentialing Application
- Pacific Source AMHA NW Participation Form, including signature from IPA coordinator
- Pacific Source Provider Interest Form
- Provide a letter stating your dissociation from the Pacific Source Commercial contract to your acceptance of the Pacific Source AMHA-NW contract
- Send completed documents to Denise Polacek via email at [dpolacek@hotmail.com](mailto:dpolacek@hotmail.com)