

## Scenario

- Ascension and/or Aspirus provider requesting credentials and/or privileges.

## Instructions

1. Visit the [Provider Recruitment and Retention Manual](#) or [ANI secure website](#)
2. Locate **PROVIDER CHANGE FORM**
3. Submit completed form to [ProviderChangeForm@aspirus.org](mailto:ProviderChangeForm@aspirus.org)
4. Forms reviewed and triaged within 5 business days to appropriate pathway (see below).
5. Aspirus Entity credentialing and privileging can take up to 60-90 days based on receipt of application requirements, primary source verification, and Entity Specific medical staff approval.

### Aspirus Credentialing and Privileging Pathways

#### **Aspirus Network, Aspirus Wausau, Aspirus Riverview, Aspirus Langlade, Aspirus Medford**

1. Provider change form will be processed.
2. Provider and manager will receive electronic application from MD Staff to complete.
3. Northcentral Credentialing Services (CVO) will process application.

#### **Aspirus Divine Savior\***

1. Provider change form will be processed.
  2. Provider will receive application from WI Rural Health Cooperative (CVO) to complete.
- \*Provider billing under ADS contract will need to complete Aspirus Network process.

#### **Aspirus Iron River, Aspirus Ironwood, Aspirus Keweenaw, Aspirus Ontonagon**

1. Provider change form will be processed.
2. Provider will receive application from UPHP (CVO) to complete.

If you have questions about this process or would like more information, please contact:

- PSS (Hospital Privileging) [ProviderSupportServices-Aspirus-Specialists@aspirus.org](mailto:ProviderSupportServices-Aspirus-Specialists@aspirus.org)
- ANI (Commercial Payor Enrollment) [ANICredentials@aspirus.org](mailto:ANICredentials@aspirus.org)
- PIE (Government Payor Enrollment) [providerinsenroll@aspirus.org](mailto:providerinsenroll@aspirus.org) (Aspirus Only)

All general questions can be submitted to [ANICustomerservice@aspirus.org](mailto:ANICustomerservice@aspirus.org)