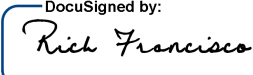




Policy/Procedure Title: Provider Contractor Business and Financial Status	Policy and Procedure #: 10-006	<u>Review Dates</u>	
Category: Provider Network Subject: The purpose of this requirement is to assure contract Provider declaration of non-HealthWest employee status, and if other than Licensed Independent Practitioner, to provide evidence of their business/financial status	Prepared by: Name: Jackie Farrar Title: Network Manager Approved by: DocuSigned by:  AA7FBD48AB04A3 Rich Francisco, Executive Director	09/19/2025	
	Effective Date: 12/27/2001	Last Revised Date: 04/03/2024	

I. POLICY

It is the policy of HealthWest to require all contract Providers to furnish evidence of Independent Contractor status and /or business identify and financial solvency status.

II. APPLICATION

All contracted Providers of HealthWest.

III. DEFINITIONS

Proof of Independent Contractor Status: Completed IRS W-9 declaring same.

Financial Solvency: Accountant statement, audit document, or other as proof of financial solvency sufficient to the services covered or expected to be covered by the contract.

IV. PROCEDURE

A. Network Development staff will assure contract language/Provider Manual includes requirements for contract Providers to submit evidence of Independent Contractor status and/or proof of business status and financial solvency and include monitoring processes and consequences for non-compliance as defined in B. and C.

B. Requirements and Monitoring

Provider Type	Requirement	Evidence	Monitoring Schedule	Monitoring Method
Licensed Independent Practitioner	Evidence of Independent Contractor status.	Completed and current IRS W-9 form. Clean Claims.	Application/ Re-application. Ongoing.	Document review by Finance/designee. Record payment denials.

All Providers	Other	Proof of entity. Evidence of financial solvency. Submission of information of pending or unresolved issues related to 1-2 year fiscal audits. HealthWest Provider Application, Fiscal Certification Form. IRS 501(C) 3 determination. Clean claims.	Budget detail completed. Application/ Reapplication. Adverse event. Ongoing.	Document review by finance staff/ Designee. Record of payment denials.
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Note: Authority for monitoring of Licensed Independent Practitioners working under sub-contract with HealthWest contractor which is TJC, CARF, or COA-accredited is delegated to the accredited Provider.

C. Consequences for Non-Compliance

1. Denial of contract.
2. Termination of contract.

Authors Initials JF/hb