



Welcome Letter

MEMO

TO :

**FROM : Credentialing
Val Patel**

credentialing@medenet.net
valp@medenet.net

RE:

Dear Practitioner,

Welcome to the Medenet family!

Please refer to the Instructions tab. This acts as a guideline to assist you in completing the document.

- | | |
|--|---|
| <input type="checkbox"/> Contacts | <input type="checkbox"/> Client Comm |
| <input type="checkbox"/> Practice Checklist | <input type="checkbox"/> Practice Info |
| <input type="checkbox"/> Provider Checklist | <input type="checkbox"/> Provider Info |
| <input type="checkbox"/> EHR Checklist | <input type="checkbox"/> Location & Facility |
| <input type="checkbox"/> Operator Info | <input type="checkbox"/> Assessment Questions |
| <input type="checkbox"/> Provider Schedule | <input type="checkbox"/> EHR Enrollments |
| <input type="checkbox"/> Network Readiness | <input type="checkbox"/> ISP Locations |
| <input type="checkbox"/> Speed Test Screen Shots | <input type="checkbox"/> Workstation Evaluation |

Upon providing this completed package to Medenet we will review the items and forward additional package/paperwork that we need to get you set up with Medenet. Please be sure to sign the following in BLUE ink at each place (most signatures are marked with “*” in the left margin.) This is indicative of the required originals when we forward paperwork for processing. Please DO NOT date any of the pages.

Here are some specifics on how to handle all the paperwork in the attached files:

-The Provider Checklist: This lists the forms and other items that are required. VERY important is a copy of the CP575 of 8109 tax coupon verifying you Tax ID, and an official NPPES notification of the Organization NPI number.

-A Blank Voided Check. Please contact your bank and ask them to draft a letter on bank letterhead verifying the account number, routing number, and account name. A sample template is attached as a separate document.

Please MAIL the Medenet Processing Service Agreement, all Electronic Setup forms, a copy of the CP575 of 8109 tax coupon, and Form 2 of the New Client Information Package ASAP, then follow-up with mailing the other pages if you need additional time. Originals are needed in this office. This will allow us to get started on the processing of your applications.

NOTE: Please ensure every tab in this document is completed before submitting

All papers may be sent to our office at:

Medenet Inc.
Attn: Contracting
12225 28th Street N, Suite A
St Petersburg, FL 33716-1860

Please contact Credentialing at 727-823-2188 or the above email addresses if you need further assistance.

Thanking You
Medenet Contracting Team

Important: Save the completed PDF form (use menu File – Save).