



Naval Medical Center Portsmouth Medical Staff Services Department

Nurses/Dental Hygienist Responsibility Relating to Credentialing and Privileging

We would like to take this opportunity to welcome you to the Naval Medical Center, Portsmouth and to introduce you to the Medical Staff Services Department (MSSD). This department is here to serve you with your credentialing needs and to ensure that you meet the requirements set forth by higher authority. To do this we must work together as a team. The MSSD wants to do everything within our capabilities to make your job easier.

Clinical Support providers must do the following:

a. Complete and provide the information necessary to establish and/or maintain their Credentials file.

b. Comply with staff policies and procedures.

c. License: Please notify us immediately upon obtaining a NEW or RENEWING an existing state license. Also, notify MSSD immediately if you will NOT renew a license currently held. Send this notification via email.

d. Health Status Changes: Inform MSSD immediately of any change in the status of your health that could impair your ability to provide safe patient care services.

g. Do Perform health care services ONLY within the scope of the assigned clinical responsibilities in the case of clinical support staff as designated by the Director, Nursing Services.

h. Actively support and participate in the facility Performance Improvement Program.

We look forward to serving you and answering any questions you may have.

I have read and understand the above requirements and I have been provided a list of services offered by the Medical Staff Services Department.

I have read and understand the above requirements:

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Provider Signature

Date