

Commissioner’s Life & Health Advisory Sub-Committee for the Uniform Credentialing Form NDOI-901

The Commissioner’s Life & Health Advisory Sub-Committee conducted a public meeting on Tuesday October 22nd, 2024, at 10:00 a.m. Notice of the meeting was posted in compliance with Nevada’s Open Meeting Law. The recording of this meeting is available on the Division’s website, [Nevada Division of Insurance \(nv.gov\)](https://www.nv.gov)

Roll Call of Members:

The following Sub-Committee Members were present:

Jacqueline Nguyen
Brian Evans
Catherine Vairo
Joseph Filippi
Colleen Camenisch
Joy Thomas

The following Sub-Committee Members were absent:

C.J. Bawden
Jeff Snyder

Division of Insurance Staff in attendance:

Todd Rich
Jack Childress
Shanna Wallace
Jena Taylor

1. Call to Order/Roll Call

The meeting was called to order at 10:03 am

2. Introductory Remarks

Mr. Rich discussed the ongoing efforts to update the NDOI-901 form. He emphasized the importance of stakeholder feedback and mentioned plans for a December meeting to refine the team’s work, with the aim of possibly showcasing the updated form in January 2025. Mr. Rich also stated that the Division of Insurance has the authority to create the form under NRS 629.095 and clarified that updating the form in a public meeting ensures transparency and prevents surprises.

3. Public Comments & Discussion

No comments were made.

4. Approval of Minutes from September 18, 2024, Meeting

Joseph Filippi moved to approve the minutes from the September 18th meeting. Colleen Camenisch seconded the motion.

5. Discussion of Revised Form

Mr. Childress presented the revised form and asked if the proposed changes were acceptable. Despite the revisions, the form remains lengthy. Ms. Nguyen brought up the CAQH System, and asked about the process for altering the form, leeway, and enforcement authority. Ms. Camenisch mentioned their AMA lawyer reviewed the form, confirming it met with their expectations. Mr. Rich noted that the Division of Insurance can only regulate entities that fall under Title 57 and aims to create a universally applicable form. Mr. Filippi suggested reaching out to Health Care Quality and Compliance for regulation and enforcement. Ms. Leech confirmed the form's inclusion in CAQH and will work with them to update it as part of the new centralized credentialing project. Ms. Thomas recommended clarifying the instructions to prevent confusion.

6. Discussion of Re-credentialing Attestation/ Addendum

Mr. Childress added a section for Recredentialing. If there are any changes, the respective portion must be completed; if not, an attestation on a separate addendum is sufficient. Mr. Filippi suggested placing the re-credentialing question at the beginning of the form. Ms. Thomas recommended that the addendum should state, "...there have been no changes to the [form] since it was originally filled out and dated on..." to prevent disputes. Mr. Rich inquired about the necessity of retaining the social security number if the NPI number is required. The group decided to remove it from the addendum but leave it on full form. Mr. Filippi also suggested that the form should be on Division letterhead to indicate its official status.

7. Discussion of Facilities Only Form

Mr. Childress mentioned that Ms. Thomas had provided the different facility forms for review and asked if she would like to discuss them. Mr. Childress mentioned that some of the forms were long while others were much shorter. He asked for input from the members for on whether the forms had all of the necessary information or if some information needed to be removed. Mr. Childress also asked if there was a preference on which form to use or if we needed to start one from scratch. The Silver Summit application was discussed as Catherine Vairo said the application was very complete. The Sierra Health and Life application was also discussed since it is very short. Catherine Vairo and Cynthia Leech, from Medicaid, discussed NCQA standards and stated that they would check with them to see if additional requirements need to be added to the facility application.

8. Public Comment & Discussion

No public comments were made.

9. Next Meeting Agenda and Scheduling of Meeting

Mr. Childress suggested December 3, 2024, for the next meeting, and the committee members agreed.

10. Adjournment

Mr. Childress adjourned the meeting at 10:39 a.m.

Respectfully submitted,
Jena Taylor
Administrative Assistant III

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