Clarion RCM

CAQH Profile Readiness Checklist

Many credentialing delays trace back to an out-of-date profile. Check each item.

Profile contents

- [ ] Every section of the profile is complete
- [ ] Education and training details are entered correctly
- [ ] Work history covers the full timeline; any gap is explained
- [ ] Practice location details match the enrollment forms exactly
- [ ] Name, address, and tax ID match your applications

Documents

- [ ] Current license, DEA (if applicable), and malpractice certificate are uploaded
- [ ] No document is expired or about to expire

Access and upkeep

- [ ] Payers you are applying to are authorized to view the profile
- [ ] Re-attestation is done when CAQH asks (it prompts on a regular cycle)
- [ ] The contact email on the profile is current and monitored
- [ ] Login and recovery details are stored somewhere safe

Keep the profile current even when you are not applying. It saves time whenever a payer asks to review it.

General information, not legal or financial advice. Requirements vary by state and payer.