



In order to complete and submit a new group provider application, you will need the following information and corresponding documentation ready. PDFs are recommended.

| INFORMATION  | DOCUMENTATION   |
|--|---|
| <input type="checkbox"/> Legal Name (as listed with the IRS)                           |   |
| <input type="checkbox"/> Doing Business As Name (DBA)                                  | <input type="checkbox"/> DBA statement  |
| <input type="checkbox"/> Federal Tax ID (TIN), or Employer Identification Number (EIN) |   |
| <input type="checkbox"/> State Department of Assessment and Taxation Number (SDAT)     |   |
| <input type="checkbox"/> National Provider Identifier (NPI)                            |   |
| <input type="checkbox"/> Entity Type (ex: Corporation)                                 | <input type="checkbox"/> Supporting documentation (ex: Articles of Incorporation)       |
| <input type="checkbox"/> Rendering provider (at least 1)                               | <input type="checkbox"/> Legal name, NPI, and any adverse actions, professional license |

If any of the following applies to you, you will need the following information and corresponding documentation ready

| IF APPLICABLE:   |  |
|--|--|
| INFORMATION  | DOCUMENTATION  |
| <input type="checkbox"/> Drug Enforcement Agency (DEA) Number                    | <input type="checkbox"/> DEA Certificate                           |
| <input type="checkbox"/> Clinical Laboratory Improvement Amendment Number (CLIA) | <input type="checkbox"/> CLIA Certificate                          |
| <input type="checkbox"/> Specialties   |  |
| <input type="checkbox"/> Maryland Lab Permit Number                              | <input type="checkbox"/> Maryland Lab Permit Registration          |
| <input type="checkbox"/> Board Certification in Pathology                        | <input type="checkbox"/> Proof of Board Certification in Pathology |

As a group, you may need to disclose information about any individuals and entities with control interest in the group. This includes: board members, directors; managing employees; agents and owners (associations/family relations). Managing control means general management, administration, direction, or managerial control.

| DISCLOSURE REQUIREMENTS  |   |
|--|---|
| INFORMATION  | DOCUMENTATION   |
| <input type="checkbox"/> Individuals & subcontractors: Legal name, address, SSN, EIN/FEIN, NPI, all fines/debts, | <input type="checkbox"/> Documentation of any adverse actions including terminations, suspensions, convictions, and reinstatement s |