



ANSI/NEMA SC 1-2019

*American National Standard for
Supplier Credentialing in Healthcare*

Secretariat:

National Electrical Manufacturers Association/MITA

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American National Standards Institute, Inc.

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Foreword (This foreword is not part of American National Standard NEMA SC 1-2019.)

This Standard has been developed to describe requirements for supplier credentialing in a healthcare environment.

Patient safety and privacy, and security of patient data are of utmost importance to providers and suppliers in the healthcare industry. Many suppliers review their representative's qualifications and readiness to support healthcare providers via:

- Criminal Background Checks (including sanction list checks)
- Medical Testing/Vaccinations
- Drug Screens
- Applicable Training

There are some accreditation organizations' Standards that apply to all individuals in a healthcare provider facility. However, because there are currently no national Standards, laws, or regulations, healthcare providers have their own requirements and processes. As a result, to credential their employees (supplier representatives), Suppliers shall engage in duplicative efforts with no tangible benefit and at a high cost to the United States healthcare system. In addition, supplier representatives may be subjected, to equal to or sometimes greater scrutiny than healthcare provider employees, even though supplier representatives have minimal to no direct contact with patients. Moreover, suppliers and supplier representatives are often required to send sensitive personal data to many third parties.

A single set of credentialing Standards and an interoperable process to verify those credentials in real time will address healthcare provider and supplier concerns for patient safety, supplier representative privacy, and data security while eliminating significant cost and wasted effort from the healthcare industry. These resources can be better utilized by providing improved products and services.

In the fall of 2017, the Consortium for Universal Healthcare Credentialing (C4UHC) began efforts to create certified ANSI Standards for credentialing requirements and processes. Consistent with ANSI requirements, a diverse cross-section of all relevant stakeholders was convened to participate to ensure the Standards meet all relevant stakeholder concerns with fair balance and transparency.

These Standards were created to help address the concerns of the current credentialing process with the goals to mitigate risk, increase accuracy and efficiency, and reduce unnecessary costs for the U.S. healthcare system and its patients.

A reasonable grace period for implementation of the ANSI Standards shall be granted to suppliers and supplier representatives.

This Standard was prepared by NEMA's MITA ANSI Canvass Body, Supplier Credentialing (SC 1).

The Standard will be reviewed for revisions periodically. Suggestions for improvement of this Standard will be welcome. They should be sent to the National Electrical Manufacturers Association, 1300 North 17th Street, Suite 900, Rosslyn, VA 22209.

This Standard was processed and approved for submittal to ANSI by NEMA's MITA ANSI Canvass Body, Supplier Credentialing (SC 1). Committee approval of the Standard does not necessarily imply that all committee members voted for its approval. At the time of its approval, the SC 1 Committee had the following members:

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1 Scope

This Standard identifies the credentials of supplier employees (identified as supplier representatives) entering a healthcare provider facility.

Requirements are intended for supplier representatives but could be applied to other non-employees if a healthcare provider chooses to do so (e.g., independent consultants, construction contractors, and temporary personnel.) As ANSI Standards are voluntary, healthcare providers can opt in or out of enforcing any individual requirements.

Where required, these are the recommendations for the specific requirements.

Requirements are not intended for the healthcare provider staff/employees or patient/family visitors.

Supplier representative data shall be handled in accordance with applicable laws and with the same care as privacy information for patients, healthcare provider staff/employees, and other affected parties. The documentation and data indicating compliance to the Standard should remain with the responsible and accountable party but available for audit purposes.

For specific recommendations on what requirement applies to which access tier, refer to the non-employee decision matrix—see Appendix A.

Healthcare providers will define the process for validation of requirements outlined within this document and conforming to applicable laws.

For information on Independent supplier representatives, see Appendix B.

Recommend that an audit process shall be in place to verify the accuracy of data.

If for any reason a supplier representative has a legal name change this shall be noted on the verification letter by putting the alias (former name) in parenthesis next to the current name, e.g., first name last name (nickname) [alias].