

CONTRA COSTA MENTAL HEALTH PLAN
CREDENTIALING QUICK REFERENCE GUIDE

CHECKLIST	MEDICAL STAFF				CLINICAL STAFF					
	MEDICAL	NURSING			LICENSED MENTAL HEALTH PROFESSIONAL (LMHP)	INTERN	TRAINEE (Graduate Student)	MENTAL HEALTH REHAB SPECIALIST (MHRS)	DESIGNATED MENTAL HEALTH WORKER (DMHW)	THERAPEUTIC FOSTER CARE (TFC) Parent
	MD, DO	NP, FNP	RN (MSN, BSN, ADN)	Psych Tech (LPT)	PhD-Licensed, PsyD-Licensed, LCSW, LMFT, LPCC	PhD-Waivered, PsyD-Waivered, Pre-Doctoral Waivered, AMFT, ASW, APCC	Students in educational Mental Health programs granting an MSW, MA, MS, or PhD/PsyD degree. May have existing: AA, AS, BA, BS, MA, MS	(Degree + MH experience): (1) AA, AS + 6yr (2) BA, BS + 4yr (3) MA, MS, PHD, PSYD + 2yr but not waived or registered with the Board.	Minimum requirement: Must be at least 18 years of age with a high school diploma or GED	Minimum requirements: Must be at least 21 years of age with a high school diploma or GED; must be an approved resource parent; and must complete 40 hours of initial TFC parent training and 24 hours of annual/ongoing training
ShareCare ID Request Form (MHA12)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Credentialing/Privileging Form (MHA22) Note: If your answer is "yes" to any of the attestation questions A through M, a detailed explanation on a separate sheet of paper is required.	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
SSN Consent Form (MHA22c)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Professional License	✓	✓	✓	✓	✓	BBS registration (AMFT & ASW)	N/A	N/A	N/A	N/A
DEA Registration	✓	✓	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Verification of highest level of education attained (copy of degree or official transcript)	N/A	N/A	N/A	N/A	N/A	N/A	✓	✓	✓	✓
Government-issued identification (driver's license or passport)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Executed agreement or contract between the agency and school	N/A	N/A	N/A	N/A	N/A	N/A	✓	N/A	N/A	N/A
Field placement agreement signed by the student, individual supervisor and/or training coordinator and school field placement liaison	N/A	N/A	N/A	N/A	N/A	N/A	✓	N/A	N/A	N/A
Curriculum vita or resume with official transcript	N/A	N/A	N/A	N/A	N/A	✓ For PhD waived, PsyD waived & Pre-doctoral waived only	N/A	N/A	N/A	N/A
NPI registration	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Taxonomy code (Must be designated as primary)	2084P0800X	363LP0808X 363LF0000X	163W00000X, 163WP0807X or 163WP0809X	167G00000X	Psychologist - 103TC0700X LCSW - 1041C0700X LMFT - 106H00000X LPCC - 101YP2500X	PhD Waivered, PsyD Waivered, Pre-Doctoral Waivered - 390200000X AMFT - 390200000X or 106H00000X ASW - 390200000X or 1041C0700X APCC - 390200000X or 101YP2500X	390200000X	101YM0800X	101YM0800X	101YM0800X