

MANAGED DENTALGUARD DENTIST AND OFFICE PROFILES

INSTRUCTIONS

To complete your participation profile for the Managed DentalGuard ('MDG') network, please forward the items indicated below to the MDG Network Management Department. We have included a pre-addressed envelope for your convenience. This information will allow us to credential you and your practice and include your name in our Dentist Directory.

Submit the following:

1. A complete *Office Profile* for each facility.(not required to add an associate)
2. A complete *Dentist Profile* for each participating dentist.
3. A *Participating Dentist Agreement* signed by each **owner/partner** dentist
4. An *Associate Dentist Acknowledgment Form* for each associated dentist, signed by the Associate dentist.
5. Authorization to add a Certificate Holder (optional)
6. Specialty Referral Pattern (optional for General Dentistry offices only)

Submit a copy of each participating dentist's:

7. Current, valid, state dental license, showing the expiration date;
8. Proof of specialty status, including certificate from ADA accredited specialty training program, if applicable;
9. Current professional malpractice insurance declaration page showing coverage limits and expiration date;
10. Current Federal DEA certificate *and state certificate, where applicable*, showing number and expiration date.
11. W-9 Form (Tax Identification Number)
12. State Controlled Substance Form showing number and expiration date.
*** Only for Texas, New Jersey or Connecticut

We look forward to your participation as an MDG dentist. As soon as your application is approved, you will be notified and will be added to our Dentist Directory.