



Dear Applicant,

An Application for Appointment to the University Hospitals and Health System Medical Staff and/or Application for Clinical Privileges may be found at the following site:

http://medstaff.umc.edu/new_faculty/

User ID: ummcfaculty

Password (case sensitive): Gftm#A@p

Included in the site, you will also find:

- A listing of privileges from which you should choose your specialty(s).
- The Medical Staff Bylaws provide that all members of the medical staff shall have a prior appointment to the faculty of the University of Mississippi Medical Center School of Medicine or Dentistry.
 - A copy of the Medical Staff Bylaws is included for your information.
 - Your hospital department will facilitate your application for a faculty appointment.
- A document explaining credentialing procedures and timeframes is included with your application:
 - Use this as a guide to the information that has to be verified by Medical Staff Services and to the deadlines for completion and presentation of complete files to the appropriate committees.
- Please complete and fill in all blanks on the application and privileges. Although the application indicates that supplying a CV is acceptable, **we cannot accept the notation "See CV" on the application.**
 - Include current addresses, email addresses and contact names, if available.
 - ***If there are gaps of three or more months in your application, please supply an explanation of your activities during this time.***
 - The Medical Staff Office will send verification letters for all information provided on your application.
 - **Your application will not be considered complete until we have received a copy of your current Mississippi medical license, malpractice insurance coverage for University Hospitals and Health System, CME hours from the past two years (if applicable) and a current photo ID.**
 - **We will need a copy of your curriculum vitae for managed care purposes.**

For your convenience, a checklist is included. If you should need further information, please contact this office at (601) 984-4124.

Upon completion, your application may be mailed to the address below, faxed to 601-984-4119, or returned via email to ha-medicalstaff@umc.edu.

Thank you for your interest in University Hospitals and Health System!

Sincerely,

A handwritten signature in cursive script that reads 'Amanda Roberson'.

Amanda Roberson, CPCS, CPMSM
Director, Medical Staff Services