



Treating people right

Provider Application Checklist

Dear _____

Re: Application to HBA panel of clinical providers

Thank you for your interest in working with Human Behavior Associates. We would be pleased to have you available for client referrals in your area. To finalize your application, please return the following items to HBA:

- ✍ Resume
- ✍ Copy of current license renewal certificate
- ✍ Proof of professional liability insurance
- ✍ Completed Clinician Information forms (enclosed)
- ✍ Signed Panel Provider Agreement with completed IRS form W-9

Human Behavior Associates is a multi-state provider of Employee Assistance Programs and behavioral health care services. For EAP referrals, HBA reimburses all panel therapists \$65.00 per session to provide from one to eight assessment/counseling sessions per referral. Even though HBA only covers clients for the first one to eight sessions per case, clients may continue therapy with the assessment counselor through their health plan coverage, or on a private pay basis. In addition to EAP programs, managed behavioral health care benefits, and PPO access/referral services, HBA also provides management consultation, SAP services (\$80 per hour), critical incident stress debriefings, conflict mediations and training on various topics.

Once we have received the above named application items from you, you will be processed into our panel and will be eligible for client referrals. Please contact Provider Relations with any questions. Our intake department will contact you when there is a referral for you.

Sincerely,

Yolanda Calderon,
Provider Relations

www.callhba.com

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