

**PACIFIC HOSPITAL OF LONG BEACH
 MEDICAL STAFF SERVICES DEPARTMENT
 2776 PACIFIC AVENUE
 LONG BEACH, CA 90806
 (562) 997-2330**

Dear Doctor:

Thank you for your interest in applying to the Medical Staff of Pacific Hospital of Long Beach. Please complete the enclosed Medical Staff Application in its entirety and submit along with the required documentations listed below.

Please place a check mark under column "sent".

SENT	APPLICATION ITEMS	SENT	APPLICATION ITEMS
	Application form. All blanks must be completed (Please note "see CV" is not acceptable)		Signed Confidentiality Agreement
	Curriculum Vitae. (Any gaps from date of Medical degree to forward must be explained in writing on a separate sheet)		Signed Bylaws Agreement
	Current Photograph		Signed Pledge to Provide Continuous Care
	Application Fee \$250 (check made payable to PHLB Medical Staff)		Signed Pharmacy Signature
	Copy of Board Certification/Status		Signed Physician Acknowledgement Statement
	CME Attestation Form (please sign & date)		Completed/Signed Alternate Coverage Form
	Copy of Medical License		Authentication of Written Signature
	Out-of-State Medical license(s)		Signed Registry. Student, Volunteer and Physician
	Copy of DEA Registration		Copy of Certificates (fluoroscopy, ACLS, CPR, etc)
	Copy of ECFMG Certificate (if applicable)		Claims Explanation on a separate sheet (if applicable)
	Current Insurance Certificate (include Declaration of Claims if CAP/MPT)		Privilege Delineation Form (please complete, sign and date)
	Current clinical competence submitted (activity from most active facility showing types/numbers of procedures/diagnoses performed or treated in the last 2 years)		Teaching Application
	PPD Skin Test Report within the last year, OR CXR (if positive) within the last 5 years		Code of Conduct Acknowledgment Form

Please note that a completed application packet will be processed expeditiously. However, if we received an incomplete packet, a letter-request will be sent to you, therefore, there will be a delay in the processing of your application. If you have any questions, please do not hesitate to contact the Medical Staff Office at (562) 997-2330.

Sincerely,

Conchita de Leon

Conchita de Leon, CPMSM, CPCS
 Director, Medical Staff Services
 Pacific Hospital of Long Beach