

Reminder: 2024 CBH Personnel Roster Submission

On January 22, 2024, the CBH Compliance department released the 2024 Provider Personnel Roster Template. As was indicated in the accompanying **Provider Notice**, the completed roster was due to be submitted to CBH by February 29, 2024. If you have not yet submitted your staff roster, please submit it to **CBH.CredentialingContact@phila.gov** no later than May 9, 2024. The 2024 roster template can be **found here**. If you are unable to submit the staff roster by this date, please contact us at the email address above to request an extension.

As a reminder, failure to submit the completed roster by the due date may adversely affect your credentialing status or result in an Event of Default of your CBH Provider Agreement.

Please direct any questions about this Notice to <u>CBH.CredentialingContact@phila.gov</u>.