Exclusion Monitoring Log

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GENERAL TEMPLATE — NOT LEGAL ADVICE. This document is a generic starting point from All Things Credentialing. It is not tied to any specific accreditor's standards, state law or payer contract. Adapt it to your bylaws, policies, current accreditation standards and applicable law, and have it reviewed by your compliance team or counsel before use.

- Log every search, including 'no match' results, as evidence of screening.
- OIG updates the LEIE monthly, and 42 CFR 455.436 requires state Medicaid agencies to check the LEIE and SAM (EPLS) at least monthly. Set your own frequency by policy, contract and state requirements.
- For a possible LEIE match, OIG notes SSN/EIN verification is available only through the online search at exclusions.oig.hhs.gov.
- Escalate confirmed matches to compliance or legal right away.

Monitoring Log

Type: Practitioner · Employee · Contractor · Vendor · Owner / managing employee · Entity
Source checked: OIG LEIE · SAM.gov · State Medicaid list · OFAC · NPDB · Other
Search method: Online search · LEIE download / supplement · Vendor tool · Other
Result: No match · Possible match · Confirmed match

Screening month	Date screened	Person / entity screened	Type	NPI	Source checked	Search method	Result	If possible match: identity check method	Resolution	Evidence saved (file path / screenshot)	Screened by	Escalated to / date	Notes

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