

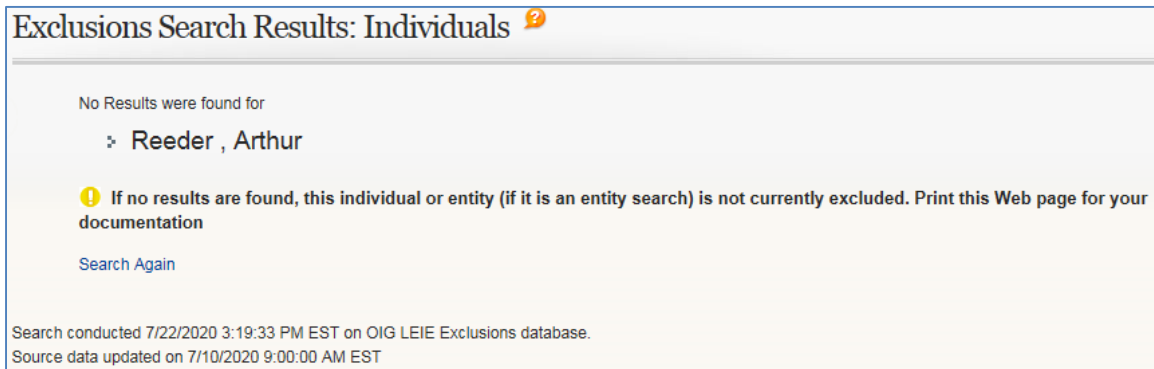
CMS, DHCS, and affiliated health plans require that all individuals and entities involved in the administration or delivery of benefits of government-funded healthcare programs do not appear on the DHHS Office of the Inspector General (OIG) or General Services Administration (GSA)* exclusion lists. The IPA may at any point monitor or audit our contracted entities to ensure compliance with screening requirements.

- **All employees and contractors, including entities, must be screened.**
- **Screenings must be conducted prior to hire/contracting and monthly thereafter.**
- **Excluded individuals or entities must be removed immediately from IPA business.**
- **Evidence of all screenings must be saved for a minimum of ten (10) years.**

*General Services Administration (GSA) administers the System for Award Management (SAM).

The DHHS Office of the Inspector General (OIG)

1. Navigate to <https://exclusions.oig.hhs.gov/>
2. Enter the employee or contractor name (including entities.)
3. Save a screenshot of the results, or print to PDF.
 - a. Ensure the individual/entity name, screening date, and results are visible.



General Services Administration (GSA) / System for Award Management (SAM)

1. Navigate to www.sam.gov
2. Enter the employee or contractor name (including entities.)
3. Click "Save PDF" to capture the results.
 - a. Ensure the individual/entity name, screening date, and results are visible.

