

# NEW JOINT PROVIDERSHIP CLIENT



**ONBOARDING  
PROCESS WITH**



**MOSES/WEITZMAN  
Health System**



## COMPLETE INQUIRY FORM

Complete our quick [Joint Providerships Inquiry Form](#) at least *two months* before the proposed activity's start date. To access the links, scan the **QR code** above and open the PDF version.

## INITIAL CONSULTATION

Attend a client introductory meeting via Zoom. Afterwards, if WI determines the partnership is a good fit, WI will draft a proposal with a scope of work and quote. To proceed with a formal contract, a W9 and authorized signatory is required.



## SUBMIT STRUCTURED ABSTRACT

The [External Joint Providership Structured Abstract\\*](#) provides details for joint accreditation reporting and activity construction on our platform, such as:

- Activity Name, Dates, and Description
- Learning Objectives
- Types of Credits Being Offered

\*Each activity requires a separate structured abstract.

## COLLECT FINANCIAL DISCLOSURES

Per accreditation standards, staff must ensure that no commercial bias is present in the activity content. Financial disclosures must be collected from *all* planners and faculty:

[Relevant Financial Relationships Form](#)



★ **Note:** it is best to begin collecting RFR forms as soon as possible!