

**NewYork-Presbyterian**  
**Brooklyn Methodist Hospital**

**MEDICAL BOARD**  
**506 Sixth Street**  
**Brooklyn, NY 11215**

Mark L. de Fazio, MD, President  
Lawrence E. Stam, MD, Vice President  
John L. Romanelli, MD, Secretary/Treasurer

Dear Doctor:

We are pleased that you are interested in joining the medical staff of New York-Presbyterian Brooklyn Methodist Hospital. In accordance with the Medical Staff Bylaws, all doctors who wish to apply for an appointment must attest that they meet three (3) pre-application standards:

1. You must have actively practiced in an accredited hospital for at least 36 of the past 42 months.
2. You must have a valid medical license to practice in some jurisdiction.
3. You must have or have applied for professional liability insurance for \$1,300,000 per claim and \$3,900,000 in aggregate, as well as EXCESS insurance coverage when you are licensed in New York State.

Kindly complete the enclosed Pre-Application Form and return it to us. Upon review of the completed Pre-Application Form, an application for appointment to the NYPBMH medical staff will be sent to you.

When completing the Medical Staff Application, you will be required to attach/provide the documents and information listed below:

- A copy of your New York State Medical/Dental/Podiatric License.
- A copy of your DEA registration.
- Evidence of Infection Control training.
- Documentation to explain any professional sanctions (see page 8).
- ECFMG Certificate (if applicable).
- One (1) Photo ID
- Your NPI (National Provider Identifier) number
- Practitioner Health Status Form
- Professional Liability Certificate
- Excess Professional Liability Coverage when you are licensed in New York State
- Cerner PRIME Access Form (required prior to meeting with the Credentials Committee)

The purpose of this letter is to assist you in becoming a member of the New York-Presbyterian Brooklyn Methodist Hospital medical staff. If you have any questions, please call the Medical Board office at 718-780-5110, weekdays between 8:00 a.m. and 5:00 p.m. Our fax number is 718-780-3222.

Sincerely,

Mark L. de Fazio, M.D.  
President of the Medical Board