



PT | SOLUTIONS®
PHYSICAL THERAPY

Green Security is an associate credentialing portal, allowing clearance via **Novant Health Systems**.

This is the associate's responsibility to manage.

PT Solutions has taken the heavy lifting of registration off your plate.

PTS has applied payments for those accounts.

Inside Green Security:

First item, initiate and submit your **background check**.

You will find attestations for Novant, and uploading capabilities to add in health results (find in your Novant portal after your appointment has been completed).

PTS will be adding the drug screens as they are received on our end.

If you attended an onboarding fair and had your badge photo taken, PTS will help with adding badge photos. Please understand that this will take some time.

For those who did not attend an onboarding fair, a badge photo must be added in.

Take a generic photo, shoulders up, in front of a blank wall.

Let the badge task allow the creation an invoice, PTS will come in behind the group & pay that.

Please see the screenshots below to assist you with the **Green Security** process.

USERNAME: YOUR EMAIL ADDRESS (email address where the email above was received)

PASSWORD: Welcome123!

Deadline: 12/06/2024

Questions: PTSONboarding@PTSolutions.com

Questions: support@greensecurityllc.com (866)750-3373



Example of Green Security Email:



Welcome to Green Security

Hi, Jessica! You've just joined one of the best vendor management teams on the planet. To get started uploading credentials, visit www.greensecurityllc.com and login to your dashboard.

Green Security Vendor Management Team

Green Security

1314 S Ft Harrison Ave


Clearwater, FL 33756

Office: (866) 750-3373

greensecurityllc.com

support@greensecurityllc.com

Example of Credentials inside individual portal:













































GREEN SECURITY

Jessica Crosby

PT Solutions Holdings LLC

LOG OUT

Credential	Status	Manage
BACKGROUND CHECK	 Pending Vendor	
CDC TB SCREENING	 Pending Vendor	
CELLULAR PHONE USAGE POLICY (NH-EC-SA-5015)	 Pending Vendor	
DRUG TEST 10 PANEL (NOVANT)	 Pending Vendor	
FALSE CLAIMS ACT POLICY (NH-LD-CP-220)	 Pending Vendor	
GIFTS AND COURTESIES TO AND FROM VENDORS AND BUSINESS ASSOCIATES (NH-HR-7082)	 Pending Vendor	
HARD BADGE (REQUIRED)	 Pending Vendor	
NON-NOVANT HEALTH WORKER CONFIDENTIALITY AGREEMENT	 Pending Vendor	
NON-NOVANT HEALTH WORKER EDUCATION REQUIREMENTS AND ATTESTATION	 Pending Vendor	
NON-NOVANT HEALTH WORKERS ON SITE AND REMOTE REQUIREMENTS (NH-LD-AD-120)	 Pending Vendor	
NOVANT HEALTH COMPLIANCE PLAN AND CODE OF ETHICS (NH-LD-CP-260)	 Pending Vendor	
PROOF OF BLOODBORNE PATHOGEN TRAINING (NOVANT)	 Pending Vendor	
PROOF OF MMR (MEASLES, MUMPS & RUBELLA) VACCINATIONS (NOVANT)	 Pending Vendor	
PROOF OF PRODUCT/SERVICE TRAINING (NOVANT)	 Pending Vendor	
PROOF OF VARICELLA VACCINATION/DECLINATION (CHICKEN POX VACCINATION) - NOVANT	 Pending Vendor	
PURCHASES FROM PHYSICIAN-OWNED SUPPLIERS (NH-LD-LG-140)	 Pending Vendor	
REPORT OF WRONGDOING POLICY (NH-LD-AD-213)	 Pending Vendor	
SEASONAL FLU VACCINATION/DECLINATION 2024-25 (NOVANT)	 Pending Vendor	
TOBACCO-FREE CAMPUS ACKNOWLEDGEMENT FORM	 Pending Vendor	
TOBACCO-FREE ENVIRONMENT POLICY (NH-HR-6045)	 Pending Vendor	
VENDOR SANCTIONS SCREENING	 Pending Vendor	



Please start by managing and submitting your background check:

Background Check

Please complete the form below.

Green Security obtains Social Security Numbers (SSN) to complete a thorough and accurate background screening. The SSN is encrypted in motion and at rest and is only accessible to the background screening professional completing the check. Additionally, the SSN is removed from the system once the screening has been completed. The background screening will include state and national level sanctions such as OIG, FBI, DEA, FDA, SAM, medicare, medicaid, department of human services and TriCare.

Please note the following:

- We do not accept 3rd-party background checks.
- If you are renewing your credentialing subscription, the background check will not take place until the invoice for your renewal has been paid.
- Additional fees will apply for international checks.
- The files below are for your information only. The "CA Consumer Report Request" document is applicable to California residents only. By entering your electronic signature below you are agreeing to these files. Currently, Green Security does not run a credit check as part of the background screening requirement.
- Screening typically takes 1 to 5 business days, but may take longer depending on the general volume Green Security is experiencing and the complexity of any uploaded documents. If there are findings in the background screening that require additional investigation, the turnaround time may be extended significantly.

File	Download
Background Authorization	Download File
FCRA - Summary of Rights	Download File
CA Consumer Report Request	Download File



Examples of attestations to be read and accepted:

[Profile](#) [Credentialing](#) [Credits & Debits](#) [Paym](#)

[< BACK TO CREDENTIALS](#) [HISTORY](#)

Report of Wrongdoing Policy (NH-LD-AD-213)

Please review the following policy, must be reviewed annually.

File	Download
Report Of Wrongdoing Policy (NH-LD-Ad-213)	Download File

[ACCEPT](#)

[Profile](#) [Credentialing](#) [Credits & Debits](#) [Payment R](#)

[< BACK TO CREDENTIALS](#) [HISTORY](#)

Tobacco-Free Environment Policy (NH-HR-6045)

Please accept the tobacco-free environment policy below.

File	Download
Tobacco-Free Environment Policy	Download File

[ACCEPT](#)

+



Novant Health Compliance Plan and Code of Ethics (NH-LD-C

Please accept the policy below.

File	Download
Novant Health Compliance Plan and Code of Ethics (NH-LD-CP-260)	Download File

ACCEPT

Note for Proof of Product/Service Training: If this task is posted in your credential list upload a relevant training form /education diploma.

- You can use the same license or diploma you used for you iCIMS preboarding tasks.

Proof of Product/Service Training (Novant)

A list or description of product and/or service training you have received from your company. Please provide a certificate of relevant training, license, relevant educational diploma, OR a letter on your company's letterhead stating that you have been trained in your respective products/services, signed by your manager or superior. The document should contain your name, your title, your company name, your manager's name and his/her title. The products/services outlined in the letter should match your profile's vendor category. For individuals that represent products and/or services for multiple companies, you will be required to upload for each company whose products/services you represent.

Status: Pending vendor upload

Uploaded Files


UPLOAD FILES


If you're having trouble uploading files, you can [email the files to us](#).


SUBMIT CREDENTIAL


PTSolutions is responsible for your payment


Note: This will only be available once your background check has been completed


 DASHBOARD


 ACCOUNT

 CREDENTIALS

 VENDORS

 FACILITIES

 INVOICES

 FAQ

[< BACK TO CREDENTIALS](#)[HISTORY](#)

Company Sanctions Screening

A monthly national government watch list check (OIG, EPLS, & Medicaid). Green Security checks to ensure that the vendor company is not on any government watch lists. Additional \$25.00 annually per Company. Company W9 must be uploaded.

Items that are checked during this credential include the following:

- FDA Warning Letter - OIG - OIG Most Wanted - SAM - SDN

This credential has an associated fee in order to be able to upload your credential.

Fee:	\$25.00
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CONTINUE TO INVOICE CONFIRMATION



Seasonal Flu

1. If you choose not to get the flu shot select one of the 3 exempt options that best works for you:
 - Novant Faith Based
 - Novant Medical Based
 - Novant Health occupation medicine Drug and immunization testing pricing & authorization form
2. Fill out the form
3. Click the decline and upload your exempt form

Seasonal Flu Vaccination/Declination 2024-25 (Novant)

Proof of immunization of seasonal flu. Provide either (1) Proof of Influenza vaccine for current season (document must provide name of vaccine, date given, signature of healthcare worker who administered vaccine), or (2) Novant Health Influenza Exemption Form (rep/NNHW must mask throughout the flu season).

Note: NH reserves the right to determine the start and end of flu season and the completion of the Novant Health Influenza Exemption form to ensure they meet the established criteria.

****FYI**** Novant Health Occupational Medicine is pleased to offer our current vendors preferred pricing for the testing and immunizations associated with our vendor credentialing process and general pre-employment needs. Vendor representatives must bring a government issued ID and a completed "Authorization for Treatment" form to participate (available to download via the link below). Novant Health Occupational Medicine Clinic locations, as well as pricing for testing and immunizations are also outlined in the link below. For any questions regarding this information, please contact Employer Solutions at employersolutions@novanthealth.org or Vendor Management at nonnovantworkers@novanthealth.org.

File	Download
Novant Faith Based Exemption	Download File
Novant Medical Based Exemption	Download File
Novant Health Occupational Medicine Drug and Immunization Testing Pricing & Authorization Form	Download File

Status: Pending vendor upload

Uploaded Files

UPLOAD FILES

If you're having trouble uploading files, you can [email the files to us](#).

SUBMIT CREDENTIAL

I WANT TO DECLINE THIS CREDENTIAL



Proof of Bloodborne Pathogen Training

1. Paste the following link in your web browser to complete the Bloodborne Pathogen Training:
<https://www.novanthealth.org/team-members/non-novant-health-worker/vendor/>

Vendors & Contractors

Mandatory Requirements

If your job:

- **does not** require you to have contact with blood, body substances or patients: complete the [non-clinical non-Novant Health worker module](#).
- **requires** you to have contact with blood, body substances or patients: complete the [clinical non-Novant Health worker module](#).

Vendor/Contractor Credentialing Process:

Novant Health has partnered Green Security LLC. for Vendor/Contractor Credentialing at all Novant Health locations.

The following instructions apply to new or existing Vendors/Contractors who have an active or pending contractual agreement for supplies or services with Novant Health. If your company does not have an active or pending contractual agreement for supplies or services with Novant Health, please do not begin this process as there is a cost involved. If you have questions about the status of an agreement or if credentialing applies to you, please reach out to your Novant Health business contact/sponsor or the Non-Novant Workers email box at nonnovantworkers@novanthealth.org.

1. If you do not have a current Green Security vendor credentialing account, please use the following link to register. Register: Visit our website:
<https://grn.ac/novant-vendors>

2. Download training certificate

3. Upload documentation

Proof of Bloodborne Pathogen Training (Novant)

Provide proof that demonstrates your completion and understanding of Bloodborne Pathogens and their specific dangers, as well as, behavior that prevents the spread. If you have not taken BBP training yet, Novant Health offers a Bloodborne Pathogen Training. You may take that course, fill out the Novant Completion Certificate (downloaded within the Green Security platform or on the NNHW Education Module) and upload the completed form. BE SURE TO ENTER THE DATE OF COMPLETION ON THE NOVANT CERTIFICATE BEFORE UPLOADING. Directions to access the Bloodborne Pathogen training in the Non-Novant Health Worker Orientation Module: 1. Go to <https://www.novanthealth.org/team-members/non-novant-health-worker/vendor/> - Click "requires you to have contact with blood, body substances or patients: complete the clinical non-Novant Health Worker module." 2. Once you have viewed the BBP module and completed the fillable completion certificate, come back to this credential and upload the completed course documentation. - You may also pay for a course by following the link below. (<https://www.theclinxshop.com/collections/green-security-credentialing/competencies>) If you have already purchased and completed training, you may obtain a certificate of training here: (<https://www.txlms.com>)

File	Download
BBP Completion Certificate	Download File

Status: Pending vendor upload

Uploaded Files

UPLOAD FILES

If you're having trouble uploading files, you can [email the files to us](#).

SUBMIT CREDENTIAL



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