



# Application Process

## Healthcare Merchant Certification for Referral Partners

By leveraging LegitScript's Healthcare Certification, you ensure your merchants meet industry-leading compliance and integrity standards, reducing risk and strengthening your network. The certification process involves several key steps, your client's application will receive a prioritized review and picked up by our experts no later than 10 business days after the application was fully submitted. If you're looking to streamline the certification process as much as possible for your clients, take note of the tips below to make their application experience as efficient as possible.

### How It Works

1. **Pre-application Homework** – To best prepare for the application process, we recommend having your clients review the [Application Checklist](#). More information, including the review process, FAQ, and Certification standards review process is available on our website, please see the [Healthcare Certification](#) page.
2. **Create An Account** – Begin by sending your client to [my.legitscript.com](http://my.legitscript.com) to set up their account and provide their contact information.
3. **Initiate Certification and Pay Application Fee** – After account creation, your client will start a new certification application and pay their discounted application review fee using their promo code. To receive partner benefits, applicants must use the promo code associated with your account.

**Important Tip:** The application fee must be paid to access the next step—the certification questionnaire. The client's annual subscription fee is due only after certification approval.

4. **Complete the Questionnaire** – Next, the client will fill out the detailed questionnaire, which they can save and return to as needed. Thorough and transparent responses will prevent time-consuming back-and-forth communications that delay your client's application from entering the review stage.

**Important tip:** Another friendly reminder to have your client refer to the [application overview](#) for a full list of required information. Having their documents and information ready at this stage will facilitate a smoother process for your clients. Remember: Each incomplete questionnaire answer and every instance of the client saving and returning later delays their application review and, as a result, prolongs the time to certification.

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5. Clarify and Remediate – As our experts review your client’s application, they may request additional information or highlight areas needing remediation.

**Important tip:** Responding promptly and completely to these requests is crucial, as a Certification decision cannot be made until all necessary information is provided and issues are resolved.

6. Pay the Subscription Fee– Upon application approval, your client will finalize their certification by paying their annual subscription fee. Timely payment ensures your client can promptly leverage the benefits of being LegitScript-certified.

By adhering to these steps and recommendations, your client can efficiently navigate the certification process, create more business growth, while establishing a new level of trust and credibility for their customers.

Contact Us

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