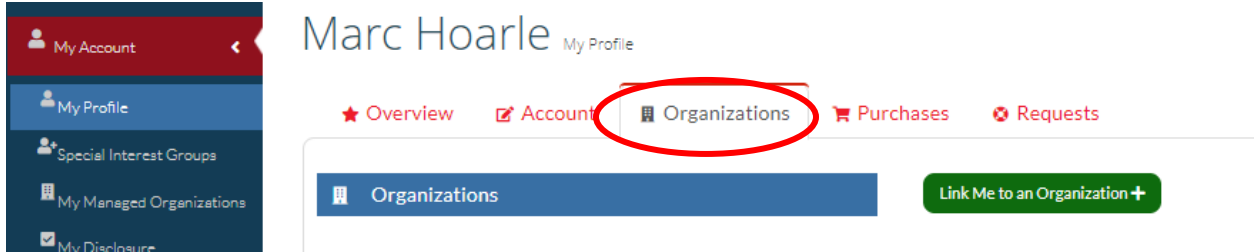


Verification Application Process

Set-up and Information Confirmation

1. User must be set up to purchase on behalf of the organization. To check, you go to My Profile and click “Organizations.”



2. It must show on this screen that you are the “Verification Coordinator”. If not, email verification@ameriburn.org to request access.

NAME	RELATIONSHIP	MANAGE
T-ABC	< T-ABC is Employer of T-Lucia > T-Lucia is Primary ABA Account Administrator of T-ABC	Manage
T-ABC	< T-ABC is Employer of T-Lucia > T-Lucia is Primary Verification Coordinator of T-ABC	

3. Review and confirm your organization’s record is correct including address and phone number. If anything is incorrect, contact your organizations ABA Account Administrator or abacentraloffice@ameriburn.org.
4. If you are a “Verification Coordinator”, you should have access to manage your organization’s roster. Go to Managed Organizations under My Account and then click the roster button.

My Managed Organizations

NAME	CITY	STATE/PROVINCE	EMAIL	ROSTER
ABC	Chicago	Illinois		Roster
American Burn Association	Chicago	Illinois		Roster
Impexium	McLean	Virginia		Roster

5. Confirm the following are correct: Burn Center Director, Nurse Leader, and add all Verification System Users.

Completing the Application

6. Before you start the application, you will need to upload an Application Signature Page. [A sample can be downloaded here.](#)

7. Under [Certifications, Click Verification](#) and Click “Submit Application”

Verified Burn Center



The American Burn Association (ABA) offers this program to verify that a burn center is meeting the highest current standards of care for the burn-injured patient.

[More Details >](#)

[Submit Application >](#)

8. Choose “Purchase for X Organization” (not for individual).

Certification Application Forms



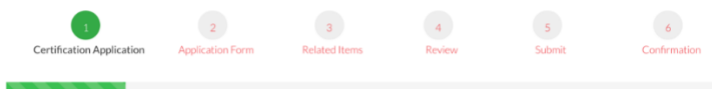
Purchasing for “T-ABC” by “T-Lucia T-Rogan”

Purchase for
T-Lucia T-Rogan
Click Here

Purchase for
T-ABC, LaGrange, IL
Click Here

9. Complete Application Form

Certification Application Forms



Purchasing for “ABC” by “Marc Hoarle”

Site Visit Verification
Application
Certification Application

FREE

Selected

[Start Application >](#)

10. Click “Start Application”

Contact Information

Country: *

Address: *

Address Line 2:

City, State/Province, Zip/Postal Code: *

Show in Directory:

Phone:

Account Information

I have reviewed our burn center profile and contact information and confirmed they are correct: *

I have reviewed our burn center roster and confirmed the following are correct: Burn Center Director, Nurse Leader, and Verification System Users. *

Verification Information

Type of Verification: *

Preferred month(s) for a site review: *

Black-out dates: *

Would you like to request a virtual review, pending ABA approval?: *

Designation Process

Is there a designation process in your state? If yes, please add name and contact information for state designation authority: *

11. Click “Submit & Pay”; this is a free application; no fee is required at this time.

12. You will receive an email with information on logging into the Verification PRQ system.

View Status

View Verification status & expiration date

Once the application is submitted Under the organization's record, Purchases > Certifications, you can view the application status. It will appear on this tab, once approved it will be noted and appear on the Pending Certifications tab. Once the Verification Process is complete if the center is verified it will appear on the Completed Certifications tab and will include the date of verification and the expiration date.

T-ABC My Organization

★ Overview Account Purchases Links

● Completed Certifications ● Pending Certifications ● Inactive Certifications

Applications

1 [1 to 2 out of 2 records]

APPLICATION	SUBMISSION DATE	STATUS	ACTIONS
T-Site Visit Verification Application	8/26/2022	Pending	Details
T-Site Visit Verification Application	8/26/2021	Approved on 8/26/2021	Details

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