

# REQUEST FOR AUTHORIZATION OF SERVICES

FAX REQUEST TO: (866) 381-1194

Prior authorization is required for services by any non-participating provider and for certain services by participating providers. Payment only for the medical services noted below, and is subject to the limitations and exclusions as outlined in the Evidence of Coverage.

## Authorization Request

Member name: \_\_\_\_\_ DOB: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Member ID: \_\_\_\_\_  
 Nursing facility: \_\_\_\_\_  
 Requesting provider / type: \_\_\_\_\_ NPI / TIN: \_\_\_\_\_  
 Phone number: (\_\_\_\_\_) \_\_\_\_\_ Fax number: (\_\_\_\_\_) \_\_\_\_\_  
 Primary diagnosis: \_\_\_\_\_  
 Diagnoses (ICD-10 codes) related to auth. request: \_\_\_\_\_  
 Servicing provider / type: \_\_\_\_\_ NPI / TIN: \_\_\_\_\_  
 Servicing provider phone number: (\_\_\_\_\_) \_\_\_\_\_ Servicing provider fax number: (\_\_\_\_\_) \_\_\_\_\_

Include **all clinical documentation** with request. *Note: A delay in submitting all relevant and necessary clinical required to make a medical necessity decision may result in a delay in receiving an authorization determination.*

☐ Inpatient admit ☐ Observation ☐ Behavioral health admit ☐ SNF (post hospital discharge) ☐ SIP (skill in place)

**Start date for service checked above (mandatory)** : \_\_\_\_ / \_\_\_\_ / \_\_\_\_

☐ DME ☐ New patient: non-participating physician office visit ☐ Follow-up: non-participating physician office visit

Procedure code(s) / quantities: \_\_\_\_\_ Scheduled date for services: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Diagnostic testing or procedure (list test or procedure): \_\_\_\_\_

Procedure code(s): \_\_\_\_\_ Scheduled date for services: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

## Therapy / Home Health Care

**Request for Part B therapy or home health services** (attach care plan, initial evaluation, and most recent therapy notes)

Request is for: ☐ Initial visits ☐ Additional visits

|                      | Number of visits requested | Frequency | Procedure code(s) | SOC | Evaluation |
|----------------------|----------------------------|-----------|-------------------|-----|------------|
| Physical therapy     |                            | W         |                   |     |            |
| Occupational therapy |                            | W         |                   |     |            |
| Speech therapy       |                            | W         |                   |     |            |
| Home health aide     |                            | W         |                   |     | N/A        |

## To be completed by person requesting authorization

|                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> <b>Standard authorization:</b> authorization requests (properly completed and including supporting medical record documentation) are completed within 14 days per the CMS guidelines. Our goal is 5-7 days. | <input type="checkbox"/> <b>Expedited authorization</b> (must read and sign): By signing below I certify that waiting for a decision under the standard time frame could place the member's life, or health in serious jeopardy. |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Signature: \_\_\_\_\_ Date completed: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Name of person completing this form (please print): \_\_\_\_\_

Notification will be faxed upon determination; please complete the following for notification of the decision.

Who is receiving authorization notification fax (please print): \_\_\_\_\_

Contact phone number: (\_\_\_\_\_) \_\_\_\_\_ Authorization notification fax number: (\_\_\_\_\_) \_\_\_\_\_

This authorization is NOT a guarantee of eligibility or payment. Any services rendered beyond those authorized or outside approval dates will be subject to denial of payment. This facsimile message is privileged and confidential. It is transmitted for the exclusive use of the addressee. This communication may not be copied or disseminated except as directed by the addressee. If you have received this communication in error, please notify us immediately.