



REQUEST FOR AUTHORIZATION OF SERVICES

PRIOR AUTHORIZATION IS REQUIRED FOR SERVICES BY ANY NON-PARTICIPATING PROVIDER. Payment only for the medical services noted below, and is subject to the limitations and exclusions as outlined in the Member Handbook/Certificate of Coverage

MEMBER DATA

Member Name \_\_\_\_\_ Date of Birth \_\_\_\_\_ Member ID \_\_\_\_\_
Nursing Facility \_\_\_\_\_
Ordering Provider \_\_\_\_\_ Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_
Primary Diagnosis (ICD-10 Code # & Description) \_\_\_\_\_
Requesting Facility Name: \_\_\_\_\_
Requesting Facility Address: \_\_\_\_\_
Requesting Facility Phone#: \_\_\_\_\_ Requesting Facility Fax #: \_\_\_\_\_
Requesting Facility NPI#: \_\_\_\_\_

AUTHORIZATION REQUEST

SERVICES REQUESTED (include copy of order or clinical note for out-of-network requests)
[ ] SNF Part A [ ] DME [ ] Inpatient [ ] Continuation/Additional Days
[ ] Specialist Visit Specialist Type: \_\_\_\_\_ Name: \_\_\_\_\_ Office Phone: \_\_\_\_\_
Diagnostic Testing or Procedure (List Type, CPT code w/description) \_\_\_\_\_
List Requesting Provider Name: \_\_\_\_\_
Requesting Provider Address: \_\_\_\_\_
Start Date/End Date: \_\_\_\_\_ Service: \_\_\_\_\_
Requesting Provider NPI#: \_\_\_\_\_

THERAPY REQUEST

REQUEST FOR THERAPY SERVICES (attach care plan, initial evaluation, and most recent therapy notes for Part B)
Request for [ ] PT [ ] OT [ ] ST [ ] Other \_\_\_\_\_
[ ] Therapy Treatment Plan [ ] Additional Therapy Days [ ] In Progress
Start date of Services: \_\_\_\_\_ Date of Initial Evaluation: \_\_\_\_\_ Date of Last Exam \_\_\_\_\_
# of PT Therapy Days Requested: \_\_\_\_\_ Times per week For \_\_\_\_\_ weeks
# of OT Therapy Days Requested: \_\_\_\_\_ Times per week For \_\_\_\_\_ weeks
# of ST Therapy Days Requested: \_\_\_\_\_ Times per week For \_\_\_\_\_ weeks
List of CPT Codes: \_\_\_\_\_

TO BE COMPLETED BY PERSON REQUESTING AUTHORIZATION

- [ ] Standard Authorization: CMS allows 14 days for standard authorizations. Our goal is 5-7 days.
[ ] Expedited Authorization (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: \_\_\_\_\_
Name of Person Completing this form: \_\_\_\_\_ Date Completed: \_\_\_\_\_
Contact #: \_\_\_\_\_ Authorization Notification FAX: \_\_\_\_\_

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.

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