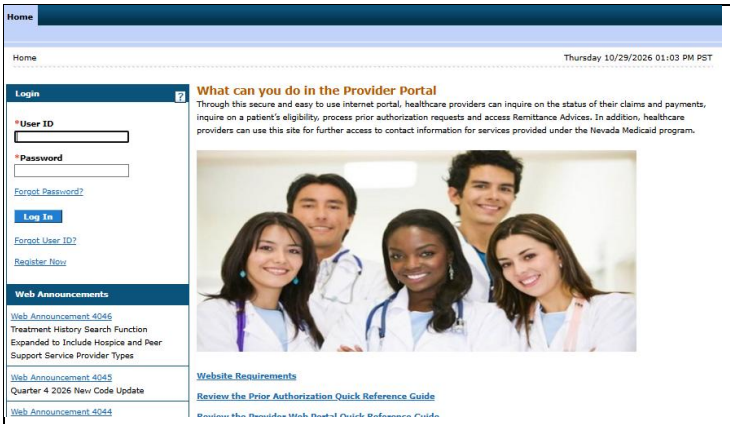
NEVADA HEALTH AUTHORITY
NevadaMedicaid.nv.gov

Nevada Medicaid/Nevada Check Up

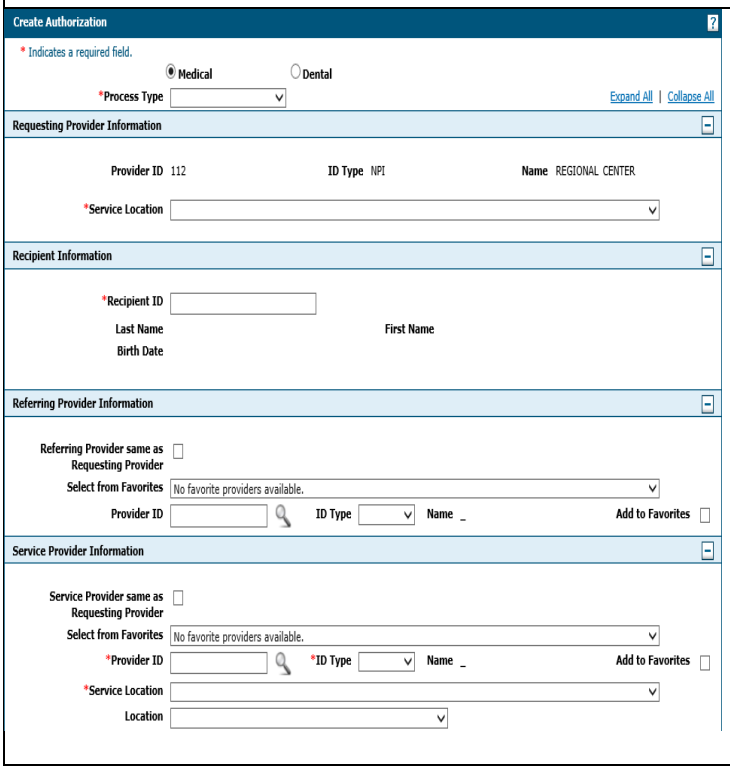
Provider Web Portal Tip Sheet:

How to Create a Prior Authorization



Provider Web Portal

- Log in to the Provider Web Portal.
- On the "My Home" page, under the Care Management tab, click the "Create Authorization" link.



Create Authorization

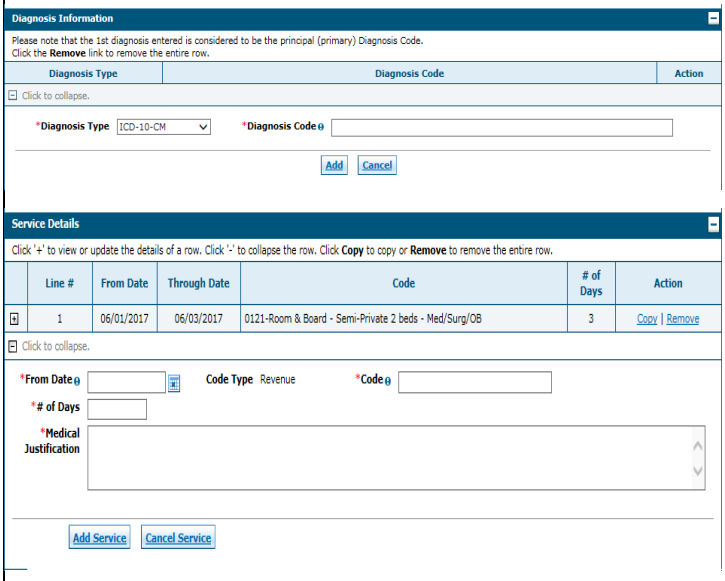
- **Create Authorization** – Select Medical or Dental and then select Process Type from the drop-down menu.
- **Requesting Provider Information** – Populated with Provider login information.
- **Recipient Information** – Input Recipient ID and demographics will auto populate.
- **Referring Provider Information** – Input Referring Provider information.
- **Service Provider Information** – Input Servicing Provider Information.

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Nevada Medicaid/Nevada Check Up

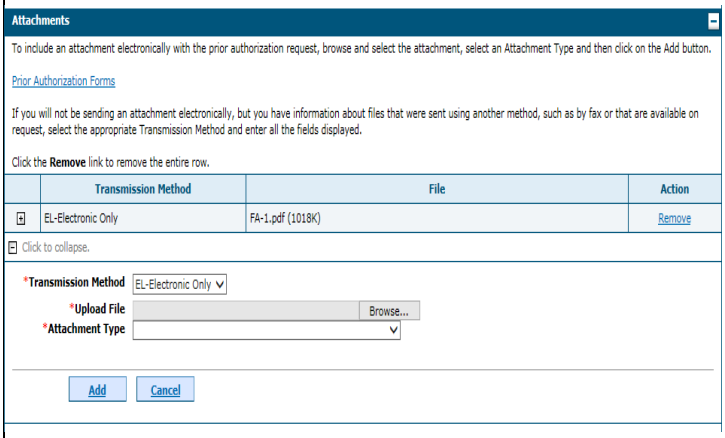
Provider Web Portal Tip Sheet:

How to Create a Prior Authorization



Diagnosis Information

- **Diagnosis Information** – Select your Diagnosis Type and input your Diagnosis Code without decimals.
- **Service Details** – Input information into all required fields.



Attachments

- Select Transmission method, upload the form and select the appropriate Attachment Type.

For more details regarding creating an authorization, see PWP User Manual Chapter 4 at www.medicaid.nv.gov.