



September 6, 2012
Announcement 515

Reminder Regarding Prior Authorization Continued Stay or Additional Service Requests

The following reminder will assist providers in updating online prior authorization (PA) requests. When updating an existing PA for continued stay requests or additional services, make sure to click "Add" or "Add Service" to save the new service line to the PA. If you do not click "Add" or "Add Service" prior to resubmitting the PA, then the service information will not be saved and the new service line will not be submitted.

The three examples below show inpatient, outpatient and ancillary authorization type requests and the location of the "Add"/"Add Service" buttons.

Example 1 shows an inpatient authorization:

Bed Information					
From Date	# of Days	Through Date	Code	Action	
07/18/2012		12/31/9999	0121-R&B-2 BED-MED-SURG-GYN	Copy	
07/20/2012		12/31/9999	0121-R&B-2 BED-MED-SURG-GYN	Copy	

Click to collapse.

*From Date: 07/22/2012 *# of Days: 2 Code Type: Revenue *Code: 0121-R&B-2 BED-MED-SURG-GYN

*Medical Justification: Additional inpatient days needed, see attached clinical notes for medical justification.

Add Cancel

Example 2 shows an outpatient authorization:

Service Details						
From Date	To Date	Code	Modifiers	Units		Action
08/08/2012	12/31/9999	51800-REVISION OF BLADDER/URETHRA				Copy

Click to collapse.

*From Date: 08/08/2012 To Date: Code Type: CPT/HCPCS *Code: 00910-ANESTH BLADDER SURGERY

Modifiers:

*Units: 1

*Medical Justification: See attached medical justification and medical notes.

Add Service Cancel Service

Example 3 shows an ancillary authorization:

Service Details							
Click '+' to view or update the details of a row. Click '-' to collapse the row. Click Copy to copy or Remove to remove the entire row.							
	From Date	To Date	Code	Modifiers	Units		Action
<input type="checkbox"/>	08/08/2012	12/31/9999	T4525-ADULT SIZE PULL-ON SM				Copy
<input type="checkbox"/> Click to collapse.							
*From Date <input type="text" value="08/08/2012"/> To Date <input type="text"/> *Code Type <input type="text" value="CPT/HCPCS"/> *Code <input type="text" value="T4521-ADULT SIZE BRIEF/DIAPER"/>							
Modifiers <input type="text"/> <input type="text"/>							
*Units <input type="text" value="100"/> Cost per Unit <input type="text"/>							
*Medical Justification <input type="text" value="See attached medical justification and prescription."/>							
Attachments							
<input type="button" value="Add Service"/> <input type="button" value="Cancel Service"/>							