

# Prior Authorization Request Form

Please type this document to ensure accuracy and to expedite processing.  
 All fields must be completed for the request to be processed.  
 Please make a selection where applicable throughout the document.

|                               |  |   |  |
|-------------------------------|--|---|--|
| DATE                          |  |   |  |
| TYPE OF REQUEST               | <input type="checkbox"/> URGENT              | <input type="checkbox"/> STANDARD           | <input type="checkbox"/> RETROSPECTIVE   |
| TREATMENT SETTING             | <input type="checkbox"/> INPATIENT           | <input type="checkbox"/> OUTPATIENT         |  |
| REQUEST TYPE                  | <input type="checkbox"/> EXTENSION           | <input type="checkbox"/> INITIAL            | <input type="checkbox"/> CANCEL  |
|                               | <input type="checkbox"/> ADDITIONAL CLINICAL | <input type="checkbox"/> DISCHARGE PLANNING | <input type="checkbox"/> CHANGES DOS/SETTING<br><input type="checkbox"/> OTHER |
| PREVIOUS AUTHORIZATION NUMBER |  |   |  |
| CONTACT NAME                  |  |   |  |
| CONTACT PHONE                 |  | CONTACT FAX                                 |  |

|                           |
|---------------------------|
| <b>MEMBER INFORMATION</b> |
|---------------------------|

|   |       |               |
|---|-------|---------------|
| LAST NAME                                 |       |               |
| FIRST NAME                                |       |               |
| MEMBER ID (MEDICARE ID OR HEALTH PLAN ID) |       |               |
| MEMBER PHONE NUMBER                       |       | DATE OF BIRTH |
| MEMBER STREET ADDRESS                     |       |               |
| CITY                                      | STATE | ZIP           |

**Prior Authorization Request Form**

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| <b>PROVIDER INFORMATION</b> |
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|                         |                              |  |
|-------------------------|------------------------------|--|
| PROVIDER NAME           |                              |  |
| PROVIDER TIN            | PROVIDER NPI                 |  |
| PROVIDER PHONE NUMBER   | PROVIDER FAX NUMBER          |  |
| PROVIDER STREET ADDRESS |                              |  |
| CITY                    | STATE                        | ZIP  |
| PROVIDER STATUS         | <input type="checkbox"/> PAR | <input type="checkbox"/> NON PAR <input type="checkbox"/> IN CREDENTIALING |
| FACILITY NAME           |                              |  |
| FACILITY TIN            | FACILITY NPI                 |  |
| FACILITY PHONE NUMBER   | FACILITY FAX NUMBER          |  |
| FACILITY STREET ADDRESS |                              |  |
| CITY                    | STATE                        | ZIP  |
| PROVIDER STATUS         | <input type="checkbox"/> PAR | <input type="checkbox"/> NON PAR <input type="checkbox"/> IN CREDENTIALING |

|  |                              |  |
|--|------------------------------|--|
| REFERRING PHYSICIAN NAME (IF DIFFERENT FROM ABOVE) |                              |  |
| REFERRING PHYSICIAN TIN                            |                              |  |
| REFERRING PHYSICIAN NPI                            |                              |  |
| REFERRING PHYSICIAN PHONE NUMBER                   |                              |  |
| REFERRING PHYSICIAN FAX NUMBER                     |                              |  |
| REFERRING PHYSICIAN STREET ADDRESS                 |                              |  |
| CITY   | STATE                        | ZIP  |
| PROVIDER STATUS                                    | <input type="checkbox"/> PAR | <input type="checkbox"/> NON PAR <input type="checkbox"/> IN CREDENTIALING |

**Prior Authorization Request Form**

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|------------------------|
| <b>MEDICAL SECTION</b> |
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| <b>DIAGNOSIS CODE</b> |
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| <b>PROCEDURE<br/>CODE</b> | <b>START<br/>DATE</b> | <b>END<br/>DATE</b> | <b>NUMBER OF<br/>UNITS</b> | <b>CODE DESCRIPTION</b> |
|---------------------------|-----------------------|---------------------|----------------------------|-------------------------|
|                           |                       |                     |                            |                         |
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|                           |                       |                     |                            |                         |

**MEDICAL SECTION**

NOTES

PLEASE FAX TO **1-888-257-7960**

IN ORDER TO PROCESS YOUR REQUEST IN A TIMELY MANNER, PLEASE SUBMIT ANY PERTINENT CLINICAL INFORMATION TO SUPPORT THE REQUEST FOR SERVICES. IF AN OUT OF NETWORK PROVIDER IS BEING UTILIZED, PLEASE SUBMIT DOCUMENTATION TO SUBSTANTIATE THE USE OF AN OUT OF NETWORK PROVIDER AS WELL. PLEASE CONTACT AMERIHEALTH CARITAS' UTILIZATION MANAGEMENT DEPARTMENT AT 1-888-913-0350 FOR QUESTIONS.

**URGENT MEDICAL CONDITION:** 1) APPLYING THE STANDARD TIME FRAME COULD SERIOUSLY JEOPARDIZE THE LIFE OR HEALTH OF THE MEMBER OR THE MEMBER'S ABILITY TO REGAIN MAXIMUM FUNCTION; OR 2) IF A PHYSICIAN (CONTRACTED OR NONCONTRACTED) IS REQUESTING AN EXPEDITED DECISION (ORAL OR WRITTEN) OR IS SUPPORTING A MEMBER'S REQUEST FOR AN EXPEDITED DECISION. DECISIONS FOR URGENT REQUESTS ARE RENDERED WITHIN 72 HOURS.