



# Prior Authorization of Therapy, Chiropractic and Acupuncture Services

## Health Alliance Medical Plans



# Applicable Membership

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**Authorization for physical therapy, occupational therapy, speech therapy, chiropractic, massage therapy, and acupuncture services is required** for Health Alliance Medical Plans members enrolled in the following programs:

- **Commercial**
- **Medicare Advantage**



## Program Overview

Starting August 1, 2018 Health Alliance's new and improved prior authorization program will go live.

**Prior authorization applies to services that are:**

- Outpatient

**Prior authorization does NOT apply to services performed in the following:**

- Emergency room
- Inpatient
- Home health

It's the responsibility of the performing provider to request prior authorization approval for services.

Prior Authorization Required:

- **Physical Therapy**
- **Occupational Therapy**
- **Speech Therapy**
- **Chiropractic Services**
- **Massage Therapy**
- **Acupuncture**

To find a list of CPT codes that require prior authorization through eviCore, please visit:

[www.evicore.com/healthplan/HealthAlliance](http://www.evicore.com/healthplan/HealthAlliance)

# What is corePath<sup>SM</sup>?



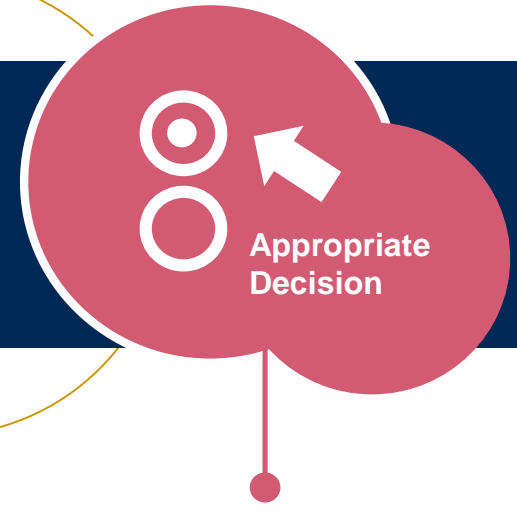
## **Focused on the Member**

Authorization strategy emphasizes the unique attributes of a specific member's condition and any associated complexities.



## **Streamlined for Providers**

Providers will experience a simplified and consistent prior authorization process that requires only key clinical information.



## **Condition-Specific Approvals**

Visits allocated in accordance with condition severity/complexity, functional loss and confirmation that care is progressing as planned.

# corePath<sup>SM</sup>: How it Works...

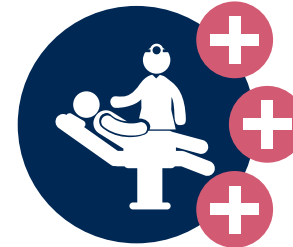
1



## Initial visit allocation

Based on each patient's needs

2



## Additional visits authorized

Based on each patient's confirmed progress

### Getting to the Right Yes vs the Wrong No

- ✓ Collects only key clinical information
- ✓ Uses validated measurement tools
- ✓ Considers complexities

- ✓ Focuses on progress
- ✓ Captures lack of progress reasons
- ✓ Confirms effectiveness of treatment

*Ongoing care requires more detailed review to identify the individual patient's special need*

## Pathway Comparisons: Initial Requests

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### Initial Requests:



- Function-based – incorporates clinical, social, ADL factors
- Validated assessments – objective comparison
- Clinical factors that identify more complex cases based on key clinicals, chronicity
- Patient severity and complexity established at entry point

### Follow-Up Requests:



- Re-statement of functional status
- Focus on progress and effectiveness of treatment – ‘dynamic assessment’
- Identify progress – attestation plus functional scale change
- Identify reasons for lack of progress – compliance, re-injury, exacerbation, etc.

# Sample corePath<sup>SM</sup> Pathway

## Initial Requests

**1**

**This request is for treatment of:**

New condition that has not had previous treatment  
 An existing condition that has had previous treatment  
 Unknown

**2**

**Please indicate the primary area of treatment (Choose only one):**  
Lumbar / Lower Thoracic Spine / Pelvis / Sacrum

**Is there a second area being treated? If so, please indicate below.**  
No second area being treated

**Dates:**  
You requested a treatment start date of 06/13/2017

**3**

**Date of initial evaluation**  
06/13/2017

**Date of onset of treatment:**  
06/13/2017

**Enter date of current findings:**  
06/13/2017

## Case Related Questions:

- Identify new care vs. continuing care based on treatment area, not time
- Identify primary area of treatment
- First indicator of complexity – second unrelated treatment area



# Sample corePath<sup>SM</sup> Pathway

## Initial Requests, continued....

4 Please enter the Oswestry Disability Index score (in %)

5 Does your patient have radiating pain below the knee?  
 Yes  No  Unknown

6 How many occurrences of low back pain has your patient had in the past 3 years?  
 1  2  3  4 or more

Submit

High Potential for Immediate  
Approval When Pathway is  
Completed!

## Initial Clinical Questions:

- Enter functional score, if available
  - Oswestry Index
  - Neck Disability Index
  - LEFS
  - Dash / QuickDASH
  - HOOS JR/KOOS JR
- Incorporates ROM, Strength, Pain, etc.
- Complexity:
  - Neural signs
  - Chronicity

# Sample corePath<sup>SM</sup> Pathway

## Follow-Up Clinical Questions:

- Current and Previous Functional Score
- Complexity Question – Neural Signs
- Progress
  - Validated scores have MCD (minimal clinical difference) as progress indicator
  - Clinical Assessment



**i** Please enter the Oswestry Disability Index score (in %)



**i** Please enter the previous ODI score



**i** Does your patient have radiating pain below the knee?

Yes  No

**i** Has your patient progressed as expected?

Yes  No

**Submit**

**High Potential for Immediate Approval When Pathway is Completed!**

# Sample corePath<sup>SM</sup> Pathway

## Follow-Up Request – Lack of Progress Identified

**i** You indicated that your patient is NOT progressing as expected. Please indicate if any of the following occurred:

- Patient "overdid" activities or exercise resulting in temporary increase in symptoms  New injury resulting in significant change  
 Symptoms progressed despite treatment  Patient did not participate in clinical visits or home program

**i** Please indicate the nature of the new injury OR overuse incident.

N/A

### Lack of Progress:

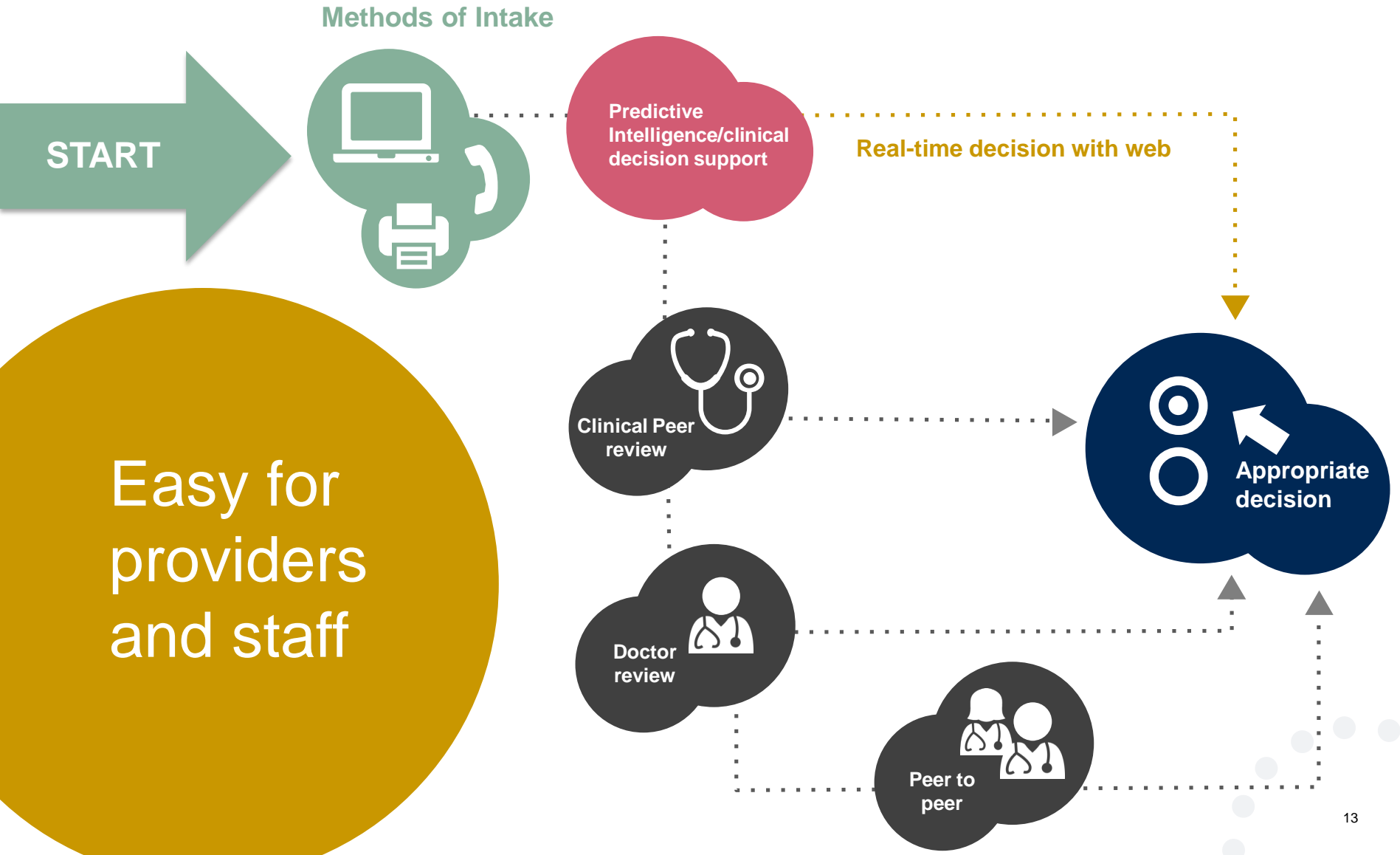
- Categories of explanations
- Used in algorithm to determine care
- Future, additional pathway to identify details

# corePath<sup>SM</sup> Results

- ✓ Elimination of pre-set waivers or tiers
- ✓ Increased provider satisfaction
- ✓ Reduced administrative burden for providers
- ✓ Increased opportunity for real-time decisions
- ✓ Expanded, member-focused decisions
- ✓ Decreased case review turn-around-times
- ✓ Patients receive the right amount of care in a timely manner



# Clinical Review Process



## Clinical Information Worksheets

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- The clinical worksheets are specific to PT, OT, speech, chiropractic, massage therapy, and acupuncture, and designed to assist with the submission of patient and provider information for medical necessity review.
- Worksheets should be used as a guide for questions the provider will be prompted to answer when completing the online requests.
- These worksheets should be completed by the provider during the initial consultation and treatment planning, collecting the clinical information to allow for ease of submission.
- Worksheets are available through the Health Alliance implementation website and are specific to the service request.

[https://www.evicore.com/healthplan/health\\_alliance](https://www.evicore.com/healthplan/health_alliance)




## Sample MSK corePath<sup>SM</sup> Forms

Worksheets for the following conditions are available for corePath:

- PT/OT MSK Conditions (all joints, the hand and pelvic health)
- Lymphedema
- Vestibular
- PT Neurodevelopmental
- OT Neurodevelopmental
- Speech (adult + pediatric)
- Chiropractic
- Massage Therapy
- Acupuncture

\*\*Neurological conditions will utilize former pathway

		<h3>Musculoskeletal Program: PT/OT Therapy Intake Form</h3> <p><i>Required for all MSK Conditions (Except Hand)</i></p> <p>Please use this fax form for NON-URGENT requests only. Failure to provide all relevant information may delay the determination. Phone and fax numbers may be found on eviCore.com under the Guidelines and Forms section. You may also log into the provider portal located on the site to submit an authorization request.</p> <p style="color: red; text-align: center;"><b>URGENT (same day) REQUESTS MUST BE SUBMITTED BY PHONE</b></p>				
<b>Previous Reference/Auth Number (If Continued Care):</b> _____		<b>Date of Submission:</b> _____				
<b>Service Type Requested:</b> <input type="checkbox"/> Physical Therapy <input type="checkbox"/> Occupational Therapy						
<b>PATIENT</b>	First Name: _____		MI: _____		Last Name: _____	
	Member ID: _____		DOB (mm/dd/yyyy): _____		Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female	
	Street Address: _____				Apt #: _____	
	City: _____			State: _____		Zip: _____
	Home Phone: _____		Cell Phone: _____		Primary: <input type="checkbox"/> Home <input type="checkbox"/> Cell	
	Member Health Plan/Insurer: _____					
<b>PROVIDER</b>	First Name: _____		Last Name: _____			
	Primary Specialty: _____		TIN: _____		NPI: _____	
	Physician Phone: _____			Physician Fax: _____		
	Address: _____				Suite #: _____	
	City: _____		State: _____		Zip: _____	
	Office Contact: _____		Ext: _____		Email: _____	
<b>ADMINISTRATIVE</b>	<b>Diagnoses:</b>					
	Code		Description		Code	
	Start Date for this Request: _____					
	This is a (please select the most appropriate response):					
	<input type="checkbox"/> New condition not previously treated <input type="checkbox"/> Same/previous condition					
	Date of most recent evaluation: _____			Start of care for identified condition: _____		
	Date of current findings: _____					
	<b>Primary Treatment Area:</b>					
	Spine:		<input type="checkbox"/> Cervical / Upper Thoracic <input type="checkbox"/> Lower Thoracic / Lumbar / Pelvis			
	Upper Extremity:		<input type="checkbox"/> Shoulder / Arm <input type="checkbox"/> Elbow / Wrist / Forearm			
	Lower Extremity:		<input type="checkbox"/> Hip / Thigh <input type="checkbox"/> Knee <input type="checkbox"/> Ankle / Foot			
<b>Secondary Treatment Area:</b>						
Spine:		<input type="checkbox"/> Cervical / Upper Thoracic <input type="checkbox"/> Lower Thoracic / Lumbar / Pelvis				
Upper Extremity:		<input type="checkbox"/> Shoulder / Arm <input type="checkbox"/> Elbow / Wrist / Forearm				
Lower Extremity:		<input type="checkbox"/> Hip / Thigh <input type="checkbox"/> Knee <input type="checkbox"/> Ankle / Foot				
<b>Previous Treatment – Leave Blank if N/A:</b>						
If the member requires treatment for a new condition, what was the previous condition? <input type="checkbox"/> N/A						
<input type="checkbox"/> Cervical / Upper Thoracic		<input type="checkbox"/> Lower Thoracic / Lumbar / Pelvis		<input type="checkbox"/> UE - Shoulder/Arm		
<input type="checkbox"/> UE - Elbow/Wrist/Forearm		<input type="checkbox"/> LE - Hip/Thigh		<input type="checkbox"/> LE - Knee <input type="checkbox"/> LE - Ankle/Foot		
What is the status of the previous treatment? <input type="checkbox"/> Condition Resolved <input type="checkbox"/> Ongoing Treatment <input type="checkbox"/> N/A						
Is this request for fabricating a splint/orthotic or developing a home exercise program only? <input type="checkbox"/> Yes <input type="checkbox"/> No						

# Clinical Worksheet Example –

CERVICAL / UPPER THORACIC	TREATMENT AREA: Cervical / Upper Thoracic		Request Type: <input type="checkbox"/> Initial <input type="checkbox"/> Follow-Up		
	Post-Surgical Care: <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, Date of Surgery:</i>				
	Surgery Type: <input type="checkbox"/> Decompression <input type="checkbox"/> Discectomy <input type="checkbox"/> Fusion <input type="checkbox"/> Total Disc Replacement <input type="checkbox"/> Scoliosis/Deformity/Fracture				
	Levels of Surgery:				
Complete the following section for initial OR follow-up care as appropriate					
Neck Disability Index score (NDI):		Initial		Follow-Up	
Radiating pain below elbow:		<input type="checkbox"/> Yes <input type="checkbox"/> No			
Number of episodes in past 3 yrs:		<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> >			
Change from previous NDI:		N/A - Leave Blank for Initial Request			
Has pt. responded as expected?		N/A - Leave Blank for Initial Request			
If patient has not responded, lack of patient progress due to: (select the most appropriate)		N/A - Leave Blank for Initial Request			
LOWER THORACIC / LUMBAR / PELVIS	TREATMENT AREA: Lower Thoracic / Lumbar / Pelvis		Request Type: <input type="checkbox"/> Initial <input type="checkbox"/> Follow-Up		
	Post-Surgical Care: <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, Date of Surgery:</i>				
	Surgery Type: <input type="checkbox"/> Decompression <input type="checkbox"/> Discectomy <input type="checkbox"/> Fusion <input type="checkbox"/> Total Disc Replacement <input type="checkbox"/> Scoliosis/Deformity/Fracture				
	Levels of Surgery:				
Complete the following section for initial OR follow-up care as appropriate					
Oswestry Disability Index Score:		Initial		Follow-Up	
Radiating Pain to Knee or Below:		<input type="checkbox"/> Yes <input type="checkbox"/> No			
Number of episodes in past 3 yrs:		<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> >4			
Change from Previous ODI:		N/A - Leave Blank for Initial Request			
Has pt. responded as expected?		N/A - Leave Blank for Initial Request			
If patient has not responded, lack of patient progress due to: (select the most appropriate)		N/A - Leave Blank for Initial Request			
UPPER EXTREMITY (ALL CONDITIONS)	TREATMENT AREA: Upper Extremity (All Conditions)		Request Type: <input type="checkbox"/> Initial <input type="checkbox"/> Follow-Up		
	Post-Surgical Care: <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, Date of S</i>				
	<i>If yes, Indicate Type of Surgery from Selection Below:</i>				
	Shoulder: <input type="checkbox"/> Rotator Cuff <input type="checkbox"/> Total Shoulder <input type="checkbox"/> Biopics/S <input type="checkbox"/> Sub-Acromial Decompression <input type="checkbox"/> MUA				
	Elbow: <input type="checkbox"/> Tendon Repair/Debridement <input type="checkbox"/> Total Elbow <input type="checkbox"/> <input type="checkbox"/> Nerve Release <input type="checkbox"/> MUA				
	Wrist: <input type="checkbox"/> Tendon Repair/Debridement <input type="checkbox"/> Carpal Tunnel Rel <input type="checkbox"/> Ligament Repair <input type="checkbox"/> Nerve Release				
	Hand: <input type="checkbox"/> Nerve Release (Hand) <input type="checkbox"/> Ligament Reconstruction <input type="checkbox"/> Finger Joint Replacement <input type="checkbox"/> Debridement/Infectio				
	Complete the following section below for ini				
	Assessment Measure Used:		Initial		
	Function/Symptom Score:		<input type="checkbox"/> DASH <input type="checkbox"/> QuickDASH		
More than 3 blank answers?		<input type="checkbox"/> Yes <input type="checkbox"/> No			
Optional module included?		<input type="checkbox"/> No <input type="checkbox"/> Work <input type="checkbox"/> Sports/ M			
Optional Module Score:					
Shoulder / Elbow: Does your patient demonstrate (choose all that apply)		<input type="checkbox"/> Loss of 15 degrees or more of el <input type="checkbox"/> Recurrent subluxation/dislocation <input type="checkbox"/> Measurable (less than 4/5) weak (Abduction, Flexion, External Ro <input type="checkbox"/> Fracture of humeral head, grea			
HAND ONLY: Does your patient demonstrate (choose all that apply)		<input type="checkbox"/> Crush injury OR fracture of distal <input type="checkbox"/> Total active range of motion of th <input type="checkbox"/> Total active range of motion of a <input type="checkbox"/> Post-surgical or post-traumatic s			
Change from previous DASH:		N/A - Leave Blank for Initial Request			
Patient responded as expected?		N/A - Leave Blank for Initial Request			
If patient has not responded as expected, lack of patient progress due to: (select the most appropriate)		N/A - Leave Blank for Initial Request			
LOWER EXTREMITY (ALL CONDITIONS)	TREATMENT AREA: Lower Extremity (All Conditions)		Request Type: <input type="checkbox"/> Initial <input type="checkbox"/> Follow-Up		
	Post-Surgical Care: <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, Date of Surg</i>				
	<i>Indicate Type of Surgery from Selection Below:</i>				
	Knee: <input type="checkbox"/> Total/ Partial Arthroplasty <input type="checkbox"/> Ligament Reconstruction <input type="checkbox"/> Osteochondral/Microfracture <input type="checkbox"/> Tendon Repair				
	Hip: <input type="checkbox"/> Total/Partial Arthroplasty <input type="checkbox"/> Total/Partial Hip Resurfaci <input type="checkbox"/> Bursectomy				
	Ankle/Foot: <input type="checkbox"/> Total Ankle Replace <input type="checkbox"/> Achilles/Other Tendon Repair <input type="checkbox"/> Ligament Reconstruction <input type="checkbox"/> Osteochondral/ Microfract				
	Complete the following section for initial or follo				
	Identify Functional Test Performed:		Initial		
			<input type="checkbox"/> LEFS (0-80 score range) <input type="checkbox"/> HOOS Jr (0-100 score range) <input type="checkbox"/> KOOS Jr (0-100 score range) <input type="checkbox"/> None of the Above		
	Functional Score:		<input type="checkbox"/> N/A		
Does your patient demonstrate:		<input type="checkbox"/> Loss of 10 degrees or more of knee <input type="checkbox"/> Grade 3 or 4 laxity of the ankle or dis <input type="checkbox"/> Tinetti Gait/Balance score < 24 OR B <input type="checkbox"/> Measurable (less than 4/5) weakness (Abduction, Flexion, External Rotatio			
Change from Previous Score:		N/A - Leave Blank for Initial Request			
Has pt. responded as expected?		N/A - Leave Blank for Initial Request			
If patient has not responded, lack of patient progress due to: (select the most appropriate)		N/A - Leave Blank for Initial Request			
PELVIC PAIN / INCONTINENCE	TREATMENT AREA: Pelvic Pain / Incontinence		Request Type: <input type="checkbox"/> Initial <input type="checkbox"/> Follow-Up		
	Complete the following section for initial or follow-up care as appropriate.				
	Indicate which patient reported outcome score was used from the selection below. If no score, select "None Used": <input type="checkbox"/> None used				
	Please enter all component scores		Initial	Follow-Up	
	<input type="checkbox"/> Pelvic Floor Distress Inventory - 20 (PFDI-20).		Summary score (0-300) _____	Summary score (0-300) _____	
	<input type="checkbox"/> Pelvic Floor Impact Questionnaire - short form 7 (PFIQ-7).		Summary score (0-300) _____	Summary score (0-300) _____	
	<input type="checkbox"/> NIH - Chronic Prostatitis Symptom Index (NIH-CPSI).		Summary score (0-43) _____	Summary score (0-43) _____	
	<input type="checkbox"/> Oswestry Disability Index		% _____	% _____	
	Does your patient demonstrate:		<input type="checkbox"/> iliac crest height OR Pubic symphysis asymmetry <input type="checkbox"/> Positive provocative S.I. test OR Sacral torsion <input type="checkbox"/> INABILITY to perform repetitive contractions of the pelvic floor muscles <input type="checkbox"/> INABILITY to relax the pelvic floor muscles		
	Incontinence (if applicable):		Number of leakage events per day: _____ (Enter 0 if not applicable)		
Has pt. responded as expected?		<input type="checkbox"/> Yes <input type="checkbox"/> No			
If patient has not responded, lack of patient progress due to: (select the most appropriate)		<input type="checkbox"/> "Overdid" activities/exercise causing increase in symptoms <input type="checkbox"/> Progression of symptoms despite treatment <input type="checkbox"/> Suffered a new injury resulting in significant change <input type="checkbox"/> Unable to complete clinical visits/home program			
Additional Clinical Information:					



# Preauthorization Outcomes

## Approved Requests:

- corePath may give immediate approval for the 1<sup>st</sup> and 2<sup>nd</sup> request (Speech – 1<sup>st</sup> request only)
- All requests are processed within **2** business days after receipt of all necessary clinical information.
- Authorizations are typically good for **30-90 days** from the requested start of care date.

## Delivery:

- Faxed to the provider
- Mailed to Medicare members only (not commercial)
- Information can be printed on demand from the Health Alliance Web Portal: [YourHealthAlliance.org](http://YourHealthAlliance.org)

## Denied Requests:

- Communication of denial determination
- Communication of the rationale for the denial
- How to request a Peer Review

## Delivery:

- Mailed to provider
- Mailed to member (both Medicare and commercial)

# Preauthorization Outcomes – Commercial

## ➤ Reconsiderations:

- A reconsideration is a post-denial, pre-appeal process that allows for the medical necessity determination for the treatment to be reconsidered prior to going to appeal.
- Must be requested within **14 calendar days** of the date of determination
- The provider will have the opportunity to discuss the decision with a clinical peer reviewer.

## ➤ Clinical Consultation:

- If a request is denied and requires further clinical discussion for approval, we welcome requests for clinical determination discussions from providers. In certain instances, additional information provided during the consultation is sufficient to satisfy the medical necessity criteria for approval.
- **Clinical consultation** can be scheduled at a time convenient to your provider.

## ➤ Appeals:

- Appeals are managed by the health plan

# Preauthorization Outcomes – Medicare Advantage

## ➤ Pre-Decision Consultation:

- If your case requires further clinical information for authorization, eviCore will reach out to the provider to offer a discussion with a clinical peer reviewer prior to a decision being rendered.
- In certain instances, additional information provided during the pre-decision consultation is sufficient to satisfy the medical necessity criteria for approval.

## ➤ Appeals:

- Appeals are managed by the health plan

# Special Circumstances

## ➔ Retrospective Services:

- If the first treatment is provided with the evaluation, retro-authorization is permitted for the evaluation/treatment visit only. If treatment is not provided with evaluation, the provider must get prior authorization for subsequent visits (earliest date they can request additional visits is the day of submission).

## ➔ Urgent Requests:

- Contact eviCore by phone to request an expedited authorization review and provide clinical information
- Urgent cases will be reviewed within 24 hours (not to exceed 72 hours) of the request.

# Prior Authorization Requests

**Friendly Reminder: Submit Online!**



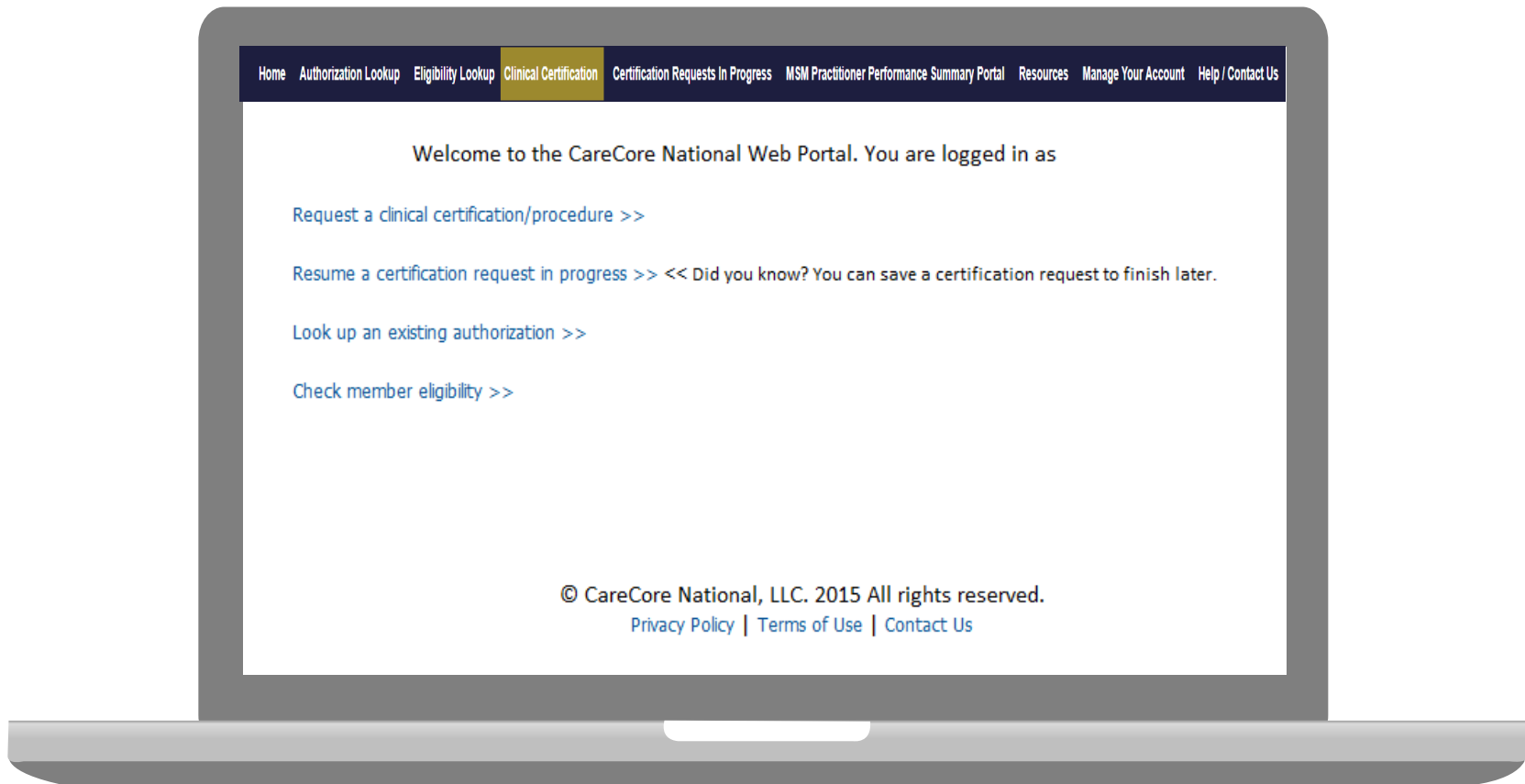
[www.YourHealthAlliance.org](http://www.YourHealthAlliance.org)

**Available 24/7** and the **quickest, most efficient** way to create prior authorizations and check existing case status. Web submissions also have a high potential for immediate approval!

Or by phone:  
1-844-303-8452  
7 a.m. to 7 p.m. (local  
time) Monday through  
Friday

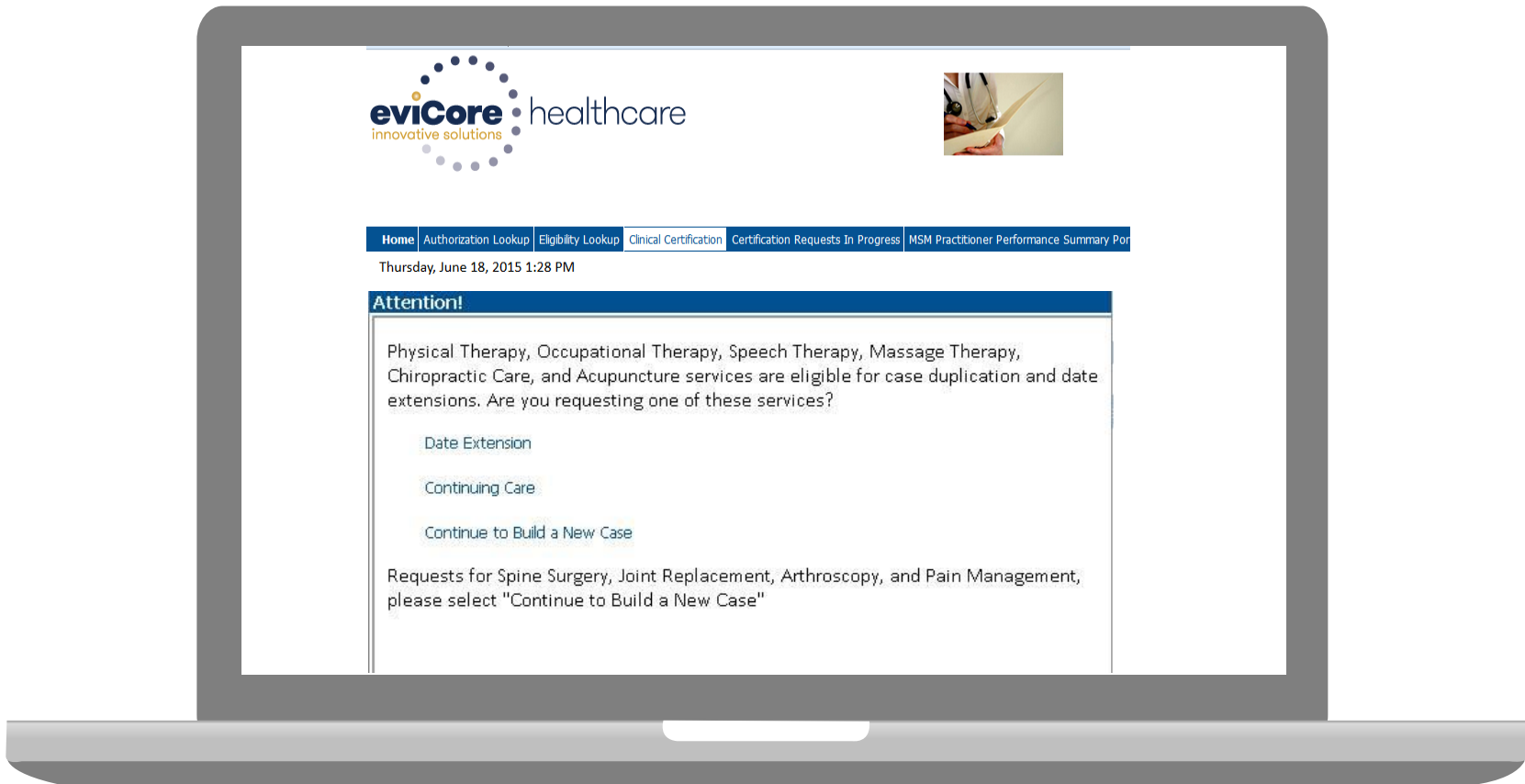
Fax: 1-800-540-2416

# Initiating a Case



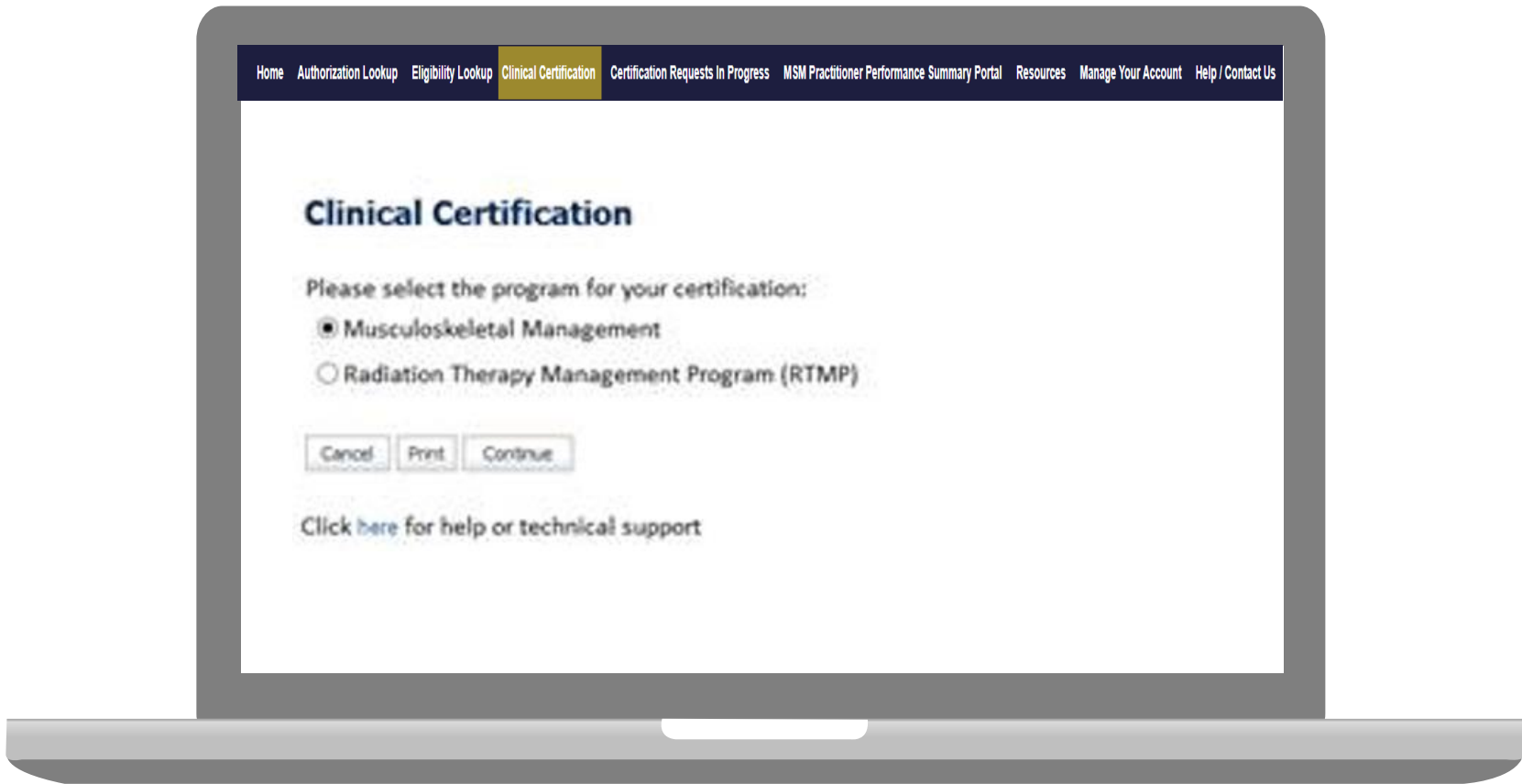
- **Choose “request a clinical certification/procedure” to begin a new case request.**

# Service Options



Select **Date Extension**, **Continuing Care**, or **Build a New Case**. The Date Extension and Continuing Care options do not apply to Spine/Joint and Pain Management requests.

# Select Program



**Select the Musculoskeletal Management program for your certification.**





# Select Health Plan & Provider Contact Info

## Choose Your Insurer

Requesting Provider: [NAME, MICHEL, NP (000000000)]

Please select the insurer for this authorization request.

Please Select a Health Plan

BACK

CONTINUE

[Click here for help](#)

**Urgent Request?** You will be required to upload relevant clinical info at the end of this process. [Learn More](#).

**Don't see the insurer you're looking for?** Please call the number on the back of the member's card to determine if an authorization through eviCore is required.

- Choose the appropriate **Health Plan** for the request
- Once the plan is chosen, select the provider address in the next drop-down box
- Select **CONTINUE** and on the next screen **Add your contact info**
- Provider name, fax and phone will pre-populate, you can **edit** as necessary
- By entering a valid email you can receive e-notifications

## Add Your Contact Info

Provider's Name:\* [NAME, MICHEL, NP (000000000)] [?]

Who to Contact:\* [?]

Fax:\* [?]

Phone:\* [763.750.4000] [?]

Ext.: [?]

Cell Phone: [?]

Email: [james@evicore.com]

BACK

CONTINUE

# Member Information

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**Patient Eligibility Lookup**

Patient ID:\*

Date Of Birth:\*  MM/DD/YYYY

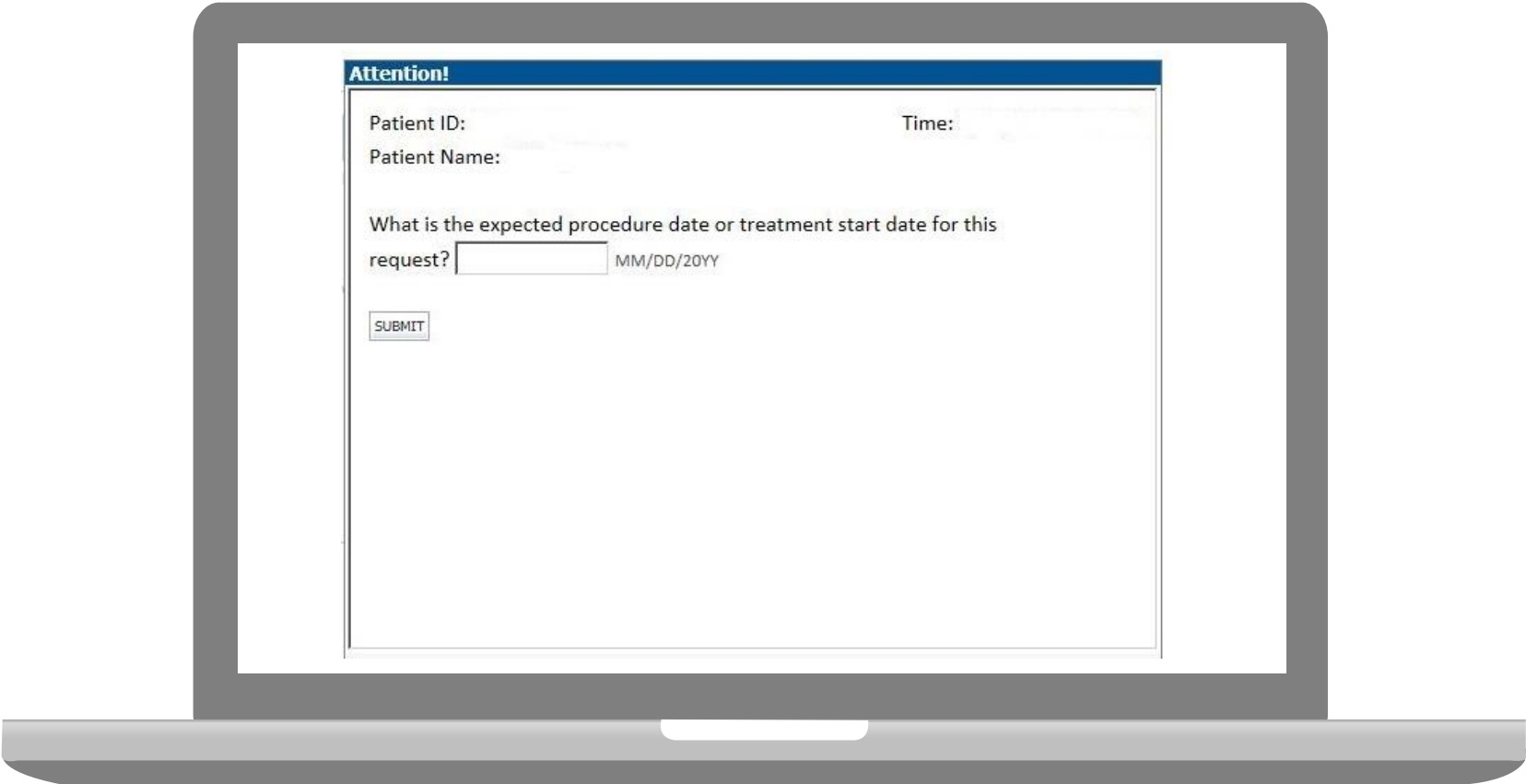
Patient Last Name Only:\*  [?]

**ELIGIBILITY LOOKUP**

**BACK**

- Enter the **member information**, including the patient ID number, date of birth, and last name. Click **Eligibility Lookup**

# Member History



# Member History

Patient ID

Time: 9/2/2015 5:47 PM

Patient Name:

Please review the patient's MSM history. You may be asked about this history during clinical review.

### MSM History

Episode Date	Episode ID	Patient Name	CPT Code	CPT Description	Case Status
9/2/2015					A

# Verify Service Selection



Click **continue** to confirm your selection.

# Site Selection

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Start by searching NPI or TIN for the site where the procedure will be performed. You can search by any fields listed. Searching with NPI, TIN, and zip code is the most efficient.

**Add Site of Service**

**Specific Site Search**

Use the fields below to search for specific sites. For best results, search by NPI or TIN. Other search options are by name plus zip or name plus city. You may search a partial site name by entering some portion of the name and we will provide you the site names that most closely match your entry.

NPI:	<input type="text"/>	Zip Code:	<input type="text"/>	Site Name:	<input type="text"/>
TIN:	<input type="text"/>	City:	<input type="text"/>	<input checked="" type="radio"/> Exact match	
				<input type="radio"/> Starts with	

[LOOKUP SITE](#)

- Select the **specific site** where the testing/treatment will be performed.

# Clinical Details

**Clinical Certification**

This procedure will be performed on 7/1/2016.

**Musculoskeletal Management Procedures**

Select a Procedure by CPT Code[?] or Description[?]

**Diagnosis**

Diagnosis Code: **M54.12**  
Description: **Radiculopathy, cervical region**  
[Change Diagnosis](#)

[Click here for help or technical support](#)

# Pause/Save Option

Home | Authorization Lookup | Eligibility Lookup | **Clinical Certification** | Certification Requests In Progress | Physician Criteria | Manage Your Account

Friday, April 25, 2014 9:57 AM

## Clinical Certification

What is the PRIMARY area of complaint? (choose ONE):

- Head/Neck - Cervical Spine
- Upper Back - Thoracic Spine
- Lower Back - Lumbar Spine
- Upper Extremity
- Lower Extremity
- Unknown

Finish Later

**Did you know?**  
You can save a certification request to finish later.

➤ Once you have entered the clinical collection phase of the case process, you can save the information and return **within (2) business days** to complete.



# Medical Review

## Clinical Certification

- Is there any additional information specific to the member's condition you would like to provide?
  - I would like to upload a document
  - I would like to enter additional notes in the space provided
  - I would like to upload a document and enter additional notes
  - I have no additional information to provide at this time

Enter text in the space provided below or both.

Additional Information - Notes:

You may upload a document from your computer (PDF or Word less than 5MB)

Additional Upload Document:

 Browse...

SUBMIT

If **additional information** is required, you will have the option to either upload documentation, enter information into the text field, or contact us via phone. Providing clinical information via the web is the quickest, most efficient method.

# Medical Review

## Clinical Certification

- I acknowledge that this request IS NOT clinically urgent regardless of documentation attached or additional information/notes provided during the clinical collection section of this web case initiation process. Additionally, I acknowledge to being informed of the appropriate method for submission of clinically urgent requests. Clinical urgency is defined by the following:
1. A delay in care could seriously jeopardize the life or health of the patient or the patient's ability to regain maximum function.
  2. In the opinion of a provider, with knowledge of the member's medical condition, indicates a delay in care would subject the member to severe pain that cannot be adequately managed without the care or treatment requested in the prior authorization.
- I also further acknowledge that the clinical information submitted to support this authorization request is accurate and specific to this member, and that all information has been provided. I have no further information to provide at this time.

Print

SUBMIT CASE

Acknowledge the Clinical Certification statements, and hit **“Submit Case.”**

# Approval

## Clinical Certification

Your case has been Approved.

Provider Name:	Contact:
Provider Address:	Phone Number:
	Fax Number:
Patient Name:	Patient Id:
Insurance Carrier:	
Site Name:	Site ID:
Site Address:	
Primary Diagnosis Code:	Description:
Secondary Diagnosis Code:	Description:
CPT Code:	Description:
Modifier:	
Authorization Number:	
Review Date:	
Expiration Date:	
Status:	Your case has been Approved.

Once the clinical pathway questions are completed and the answers have met the clinical criteria, an **approval** will be issued.

Print the screen and store in the patient's file.

# Duplication Feature

## Success

Thank you for submitting a request for clinical certification. Would you like to:

- [Return to the main menu](#)
- [Start a new request](#)
- [Resume an in-progress request](#)

You can also start a new request using some of the same information.

Start a new request using the same:

- Program (Radiation Therapy Management Program)
- Provider (██████████)
- Program and Provider (Radiation Therapy Management Program and ██████████)
- Program and Health Plan (Radiation Therapy Management Program and CIGNA)

GO

- Duplicate feature allows you to start a new request using same information
- Eliminates entering duplicate information
- Time saver!

# Authorization Look Up



Tuesday, November 22, 2016 2:30 PM

## Authorization Lookup

### New Security Features Implemented

**Search by Member Information**

REQUIRED FIELDS

Healthplan:

Provider NPI:

Patient ID:

Patient Date of Birth:   
MM/DD/YYYY

OPTIONAL FIELDS

Case Number:

or

Authorization Number:

**Search by Authorization Number/ NPI**

REQUIRED FIELDS

Provider NPI:

Auth/Case Number:

- Select Search by **Authorization Number/NPI**. Enter the provider's NPI and authorization or case number. Select **Search**.
- You can also search for an authorization by **Member Information**, and enter the health plan, Provider NPI, patient's ID number, and patient's date of birth.

# Authorization Status

## New Security Features Implemented

Authorization Number: NA  
Case Number:  
Status: Additional Information Required  
Approval Date:  
Service Code:  
Service Description: Physical Therapy  
Site Name:  
Expiration Date:  
Date Last Updated: 9/15/2017 10:45:49 AM  
Correspondence: [VIEW CORRESPONDENCE](#)  
Clinical Upload: [UPLOAD ADDITIONAL CLINICAL](#)

# Eligibility Look Up



Home Authorization Lookup **Eligibility Lookup** Clinical Certification Certification Requests In Progress MSM Practitioner Performance Summary Portal Resources Manage Your Account Help / Contact Us

Thursday, March 15, 2018 4:43 PM

Log Off (INTGTEST)

## Eligibility Lookup

### New Security Features Implemented

Health Plan:

Patient ID:

Member Code:

Cardiology Eligibility: **Medical necessity determination required.**

Radiology Eligibility: **Precertification is Required**

Radiation Therapy Eligibility: **Medical necessity determination required.**

MSM Pain Mgt Eligibility: **Precertification is Required**

Sleep Management Eligibility: **Medical necessity determination required.**

[Print](#) [Done](#) [Search Again](#)

Click [here](#) for help or technical support

CONFIDENTIALITY NOTICE: Certain portions of this website are accessible only by authorized users and unique identifying credentials, and may contain confidential or privileged information. If you are not an authorized recipient of the information, you are hereby notified that any access, disclosure, copying, distribution, or use of any of the information contained in the code-accessed portions is STRICTLY PROHIBITED.

You may also confirm the patient's eligibility by selecting the **Eligibility Lookup** tab.

## Important Tips

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- The provider should always complete the initial evaluation BEFORE submitting a request for prior authorization.
- Submission by web increases the chance of a real time approval for the initial and second request.
  - Requests that report lack of progress will be reviewed by a clinical peer reviewer.
  - A clinical peer reviewer will review all requests after the second request – from the 3<sup>rd</sup> request on there will be no real time approval available (2<sup>nd</sup> request on for Speech).
- In order to receive an appropriate decision to best treat the member's condition, it is important that all questions are answered.



## Important Tips

---

- Currently, this approach is not available for neurological conditions. However, an updated clinical collection process/pathway is being developed.
- You may request additional visits as early as 7 days prior to the requested start date.
- Requests should include current outcomes measures and clinical information.
- Worksheets are available to assist.



## Important Tips

---

- Spread the visits/units over the approved period
- Medicare only: Requests for additional visits prior to the end date of partially approved authorization require an appeal to the health plan
  - Case will be expired and you will be advised to follow the appeal process
- Cases with no information or incomplete clinical information may take up to 14 days to process as allowable by CMS
  - eviCore will reach out to the provider in multiple ways to obtain the necessary clinical information
  - When we receive the information, the case will be reviewed
  - If clinical has not been received by the 12th day, the case may be denied.

---

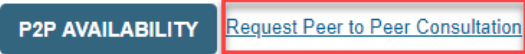
# Provider Resources



# How to schedule a Peer to Peer Request

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- Log into your account at [www.evicore.com](http://www.evicore.com)
- Perform Authorization Lookup to determine the status of your request.
- Click on the “P2P Availability” button to determine if your case is eligible for a Peer to Peer conversation:
- If your case is eligible for a Peer to Peer conversation, a link will display allowing you to proceed to scheduling without any additional messaging.



## Authorization Lookup

Authorization Number:	NA
Case Number:	
Status:	Denied
P2P Status:	

A blue arrow points from the 'Status' field, which contains the text 'Denied', to a dark blue button labeled 'P2P AVAILABILITY'.

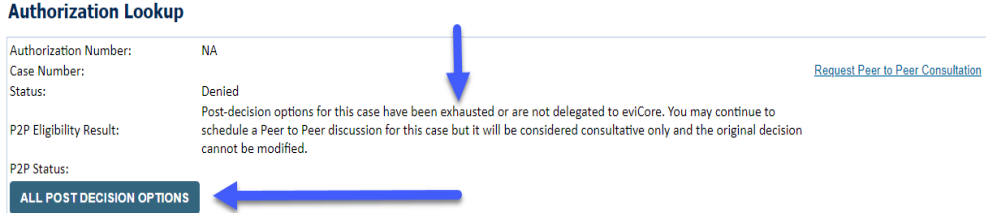
# How to schedule a Peer to Peer Request

Pay attention to any messaging that displays. In some instances, a Peer to Peer conversation is allowed, but the case decision cannot be changed. When this happens, you can still request a Consultative Only Peer to Peer. You may also click on the “All Post Decision Options” button to learn what other action may be taken.

**Authorization Lookup**

Authorization Number:	NA
Case Number:	<a href="#">Request Peer to Peer Consultation</a>
Status:	Denied
P2P Eligibility Result:	Post-decision options for this case have been exhausted or are not delegated to eviCore. You may continue to schedule a Peer to Peer discussion for this case but it will be considered consultative only and the original decision cannot be modified.
P2P Status:	

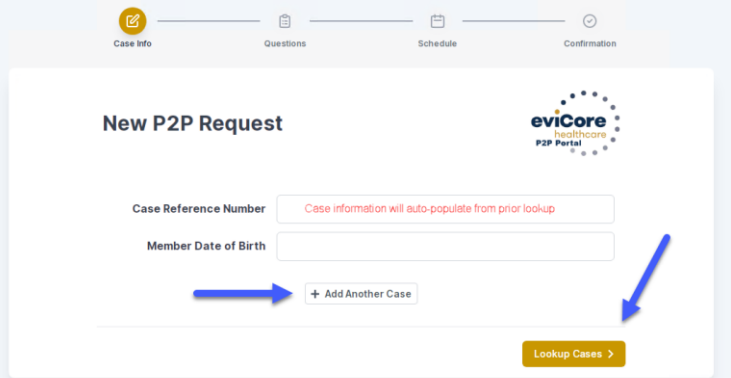
**ALL POST DECISION OPTIONS**



be

transferred to our scheduling software via a new browser window.

# How to Schedule a Peer to Peer Request



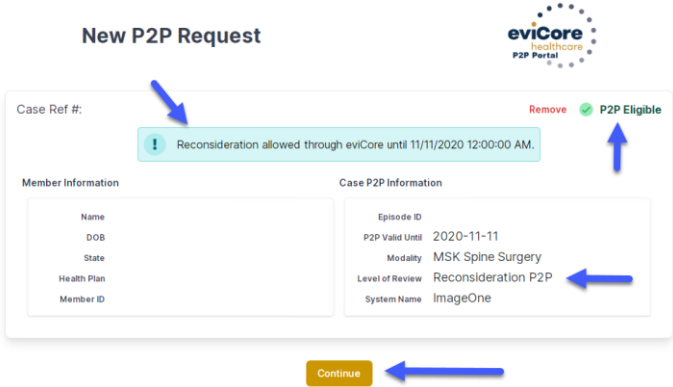
default time zone.

You will be presented with the Case Number and Member Date of Birth (DOB) for the case you just looked up.

You can add another case for the same Peer to Peer appointment request by selecting "Add Another Case"

To proceed, select "Lookup Cases"

You will receive a confirmation screen with member and case information, including the Level of Review for the case in question. Click Continue to proceed.



# How to Schedule a Peer to Peer Request

### Case Info

1st Case

Case #  
Episode ID  
Member Name  
Member DOB  
Member State  
Health Plan  
Member ID  
Case Type: MSK Spine Surgery  
Level of Review: Reconsideration P2P

### Questions

Please indicate your availability

**Preferred Days**

Mon	Tues	Wed	Thurs	Fri
✓	✓	✓	✓	✗

**Preferred Times**

Morning					Afternoon						
7:00 to 8:00	8:00 to 9:00	9:00 to 10:00	10:00 to 11:00	11:00 to 12:00	12:00 to 1:00	1:00 to 2:00	2:00 to 3:00	3:00 to 4:00	4:00 to 5:00	5:00 to 6:00	6:00 to 7:00
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

**Time Zone**  
US/Eastern

[Continue >](#)

You will be prompted to verify your preferred days and times for a Peer to Peer conversation. All opportunities will automatically present. Click on any green check mark to deselect the option and then click Continue.

You will be prompted with a list of eviCore Physicians/Reviewers and appointment options per your availability. Select any of the listed appointment times to continue.

The list of physicians returned are all trained and prepared to have a Peer to Peer discussion for this case.

← Prev Week      5/18/2020 - 5/24/2020 (Upcoming week)      Next Week →

Mon 5/18/20	Tue 5/19/20	Wed 5/20/20	Thu 5/21/20	Fri 5/22/20	Sat 5/23/20	Sun 5/24/20	1st Priority by Skill
6:15 pm EDT 6:30 pm EDT 6:45 pm EDT	-	-	-	-	-	-	

Mon 5/18/20	Tue 5/19/20	Wed 5/20/20	Thu 5/21/20	Fri 5/22/20	Sat 5/23/20	Sun 5/24/20	1st Priority by Skill
3:30 pm EDT 3:45 pm EDT 4:00 pm EDT 4:15 pm EDT <a href="#">Show more...</a>	2:00 pm EDT 2:15 pm EDT 2:30 pm EDT 2:45 pm EDT <a href="#">Show more...</a>	4:15 pm EDT 4:30 pm EDT 4:45 pm EDT 5:00 pm EDT <a href="#">Show more...</a>	3:15 pm EDT 3:30 pm EDT 3:45 pm EDT 4:00 pm EDT <a href="#">Show more...</a>	-	-	-	

# How to Schedule a Peer to Peer Request

### Case Info

1st Case

Case #  
Episode ID  
Member Name  
Member DOB  
Member State  
Health Plan  
Member ID  
Case Type: MSK Spine Surgery  
Level of Review: Reconsideration P2P

### Questions

Please indicate your availability

**Preferred Days**

Mon	Tues	Wed	Thurs	Fri
✓	✓	✓	✓	✗

**Preferred Times**

Morning					Afternoon						
7:00 to 8:00	8:00 to 9:00	9:00 to 10:00	10:00 to 11:00	11:00 to 12:00	12:00 to 1:00	1:00 to 2:00	2:00 to 3:00	3:00 to 4:00	4:00 to 5:00	5:00 to 6:00	6:00 to 7:00
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

**Time Zone**  
US/Eastern

[Continue >](#)

You will be prompted to confirm your preferred days and times for a Peer to Peer conversation. All opportunities will automatically present. Click on any green check mark to deselect the option and then click Continue.

You will be prompted with a list of eviCore Physicians/Reviewers and appointment options per your availability. Select any of the listed appointment times to continue.

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# How to Schedule a Peer to Peer

## Confirm Contact Details

- Contact Person Name and Email Address will auto-populate per your user credentials

**P2P Info**

Date: Mon 5/18/20  
Time: 6:30 pm EDT  
Reviewing Provider: [User Icon]

**Case Info**

1st Case

Case #	
Episode ID	
Member Name	
Member DOB	
Member State	
Health Plan	
Member ID	
Case Type	MSK Spine Surgery
Level of Review	Reconsideration P2P

**P2P Contact Details**

Name of Provider Requesting P2P: Dr. Jane Doe

Contact Person Name: Office Manager John Doe

Contact Person Location: Provider Office

Phone Number for P2P: (555) 555-5555 | Phone Ext.: 12345

Alternate Phone: [xxx] xxx-xxxx | Phone Ext.: Phone Ext.

Requesting Provider Email: droffice@internet.com

Contact Instructions: Select option 4, ask for Dr. Doe

Submit >

- Be sure to update the following fields so that we can reach the right person for the Peer to Peer appointment:

- Name of Provider Requesting P2P
- Phone Number for P2P
- Contact Instructions

- Click submit to schedule appointment. You will be presented with a summary page containing the details of your scheduled appointment.

Scheduling

Scheduled

Mon 5/18/20 - 6:30 pm EDT

SCHEDULED

# Canceling or Rescheduling a Peer to Peer Appointment

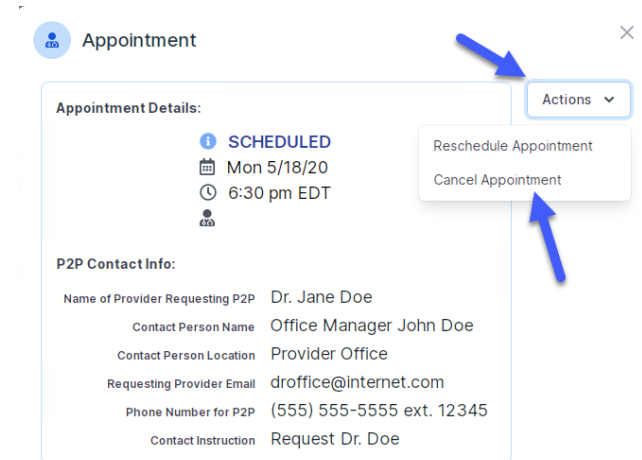
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## To cancel or reschedule an appointment

- Access the scheduling software per the instructions above
- Go to “My P2P Requests” on the left pane navigation.
- Select the request you would like to modify from the list of available appointments
- Once opened, click on the schedule link. An appointment window will open
- Click on the Actions drop-down and choose the appropriate action

select      If choosing to reschedule, you will have the opportunity to a new date or time as you did initially.

              If choosing to cancel, you will be prompted to input a cancellation reason



- Close browser once done

# Provider Newsletter

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## Stay Updated With Our Free Provider Newsletter

eviCore's provider newsletter is sent out to the provider community with important updates and tips. If you are interested in staying current, feel free to subscribe:

- Go to [eviCore.com](https://www.eviCore.com)
- Scroll down and add a valid email to subscribe
- You will begin receiving email provider newsletters with updates



# Provider Resources: Pre-Certification Call Center



Pre-Certification  
Call Center



Web-Based  
Services



Client Provider  
Operations



Documents

**7:00 AM - 7:00 PM (Local Time): 844-303-8452**

- Obtain pre-certification or check the status of an existing case
- Discuss questions regarding authorizations and case decisions
- Change facility or CPT Code(s) on an existing case

**eviCore fax number: 800-540-2406**

# Provider resources: Web-based services



Pre-certification  
call center



Web-based  
services



Provider Relations  
Department



Documents

[portal.support@evicore.com](mailto:portal.support@evicore.com)

To speak with a web specialist, call 1-800-646-0418, select option 2

- Request authorizations and check case status online – 24/7
- Web portal registration and questions
- Pause/Start feature to complete initiated cases
- Upload electronic PDF and Word clinical documents

# Provider Resources: Client Services Department



Pre-certification  
call center



Web-based  
services



Provider Relations  
Department



Documents

[clientservices@evicore.com](mailto:clientservices@evicore.com)

To speak with a client services representative, call 1-800-646-0418, select option 3

- Eligibility issues (member, rendering facility or ordering physician)
- Issues experienced during case creation
- Request for an authorization to be re-sent to the health plan
- Request for education and training on program processes

# Provider Resources: Implementation Document



Pre-Certification  
Call Center



Web-Based  
Services



Client Provider  
Operations



Documents

## Implementation site for Health Alliance Medical Plans

[https://www.evicore.com/healthplan/Health Alliance](https://www.evicore.com/healthplan/Health%20Alliance)

- Provider Orientation Presentation
- CPT code list of the procedures that require prior authorization
- Quick Reference Guide
- eviCore clinical guidelines
- FAQ documents and announcement letters

## Coding guidelines and program criteria:

<https://www.evicore.com/solution/pages/musculoskeletal.aspx>

You can obtain a copy of this presentation on the implementation site listed above. If you are unable to locate a copy of the presentation, please contact the Client Provider Operations team at [ClientServices@evicore.com](mailto:ClientServices@evicore.com).

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# Thank you!

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