

Post-Acute Care
Utilization Management
Program for
Cigna Medicare
Advantage Customers



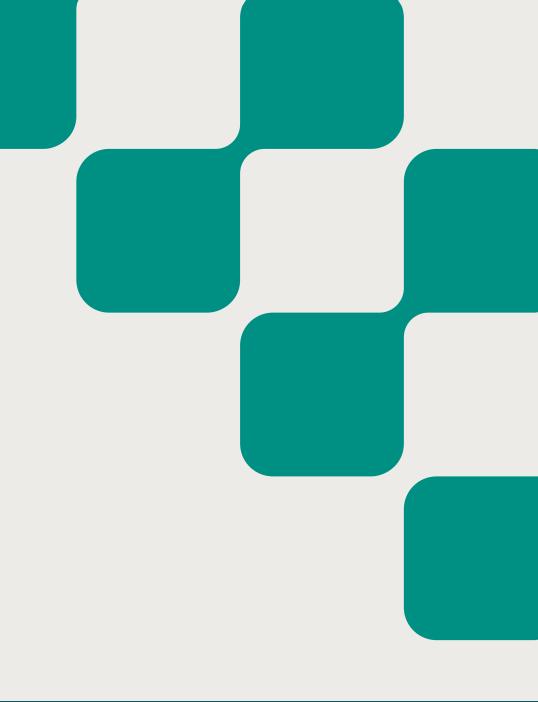


#### **Agenda**

- EviCore by Evernorth Company Overview
- Post-Acute Care Program Overview
- EviCore Provider Portal & Registration
- Submitting Precertification Requests
- Precertification Outcomes & Special Considerations
- Provider Resources
- Q & A



## EviCore by Evernorth Company Overview







### Medical Benefits Management (MBM)

Addressing the complexity of the health care system



10 comprehensive solutions



Evidence-based clinical guidelines



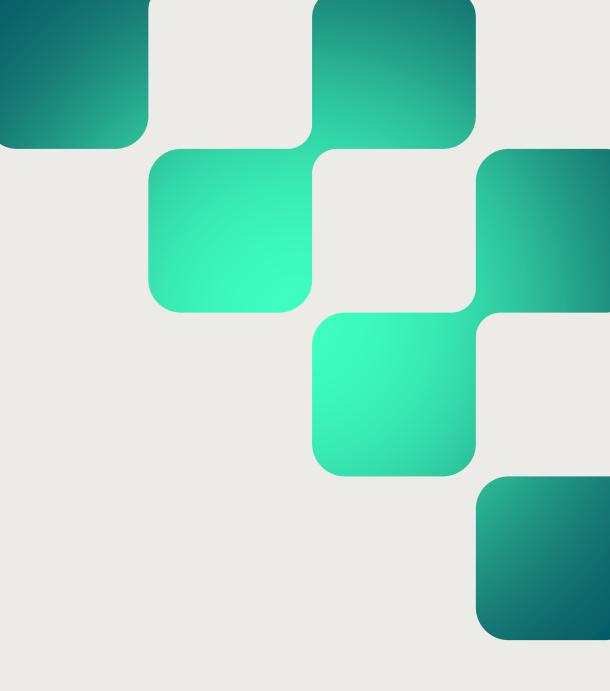
5k+ employees, including 1k+ clinicians



Advanced, innovative, and intelligent technology



#### Post-Acute Care Program Overview





#### Cigna Medicare Advantage Precertification Services

EviCore by Evernorth (EviCore) began accepting precertification requests for post-acute care services on May 27, 2022 for Cigna customers with Medicare Advantage coverage for dates of service of June 1, 2022 and beyond.

#### Precertification applies to the following services:

- Skilled nursing facilities (SNF)
- Inpatient rehabilitation facilities (IRF)
- Long-term acute care facilities (LTAC)

#### To verify eligibility and benefits:

<u>Availity Essentials</u> website or call Cigna Medicare Advantage Provider Service at 800.230.6138 Eligibility may also be verified on the EviCore provider portal <u>www.evicore.com/ep360</u>



## Precertification for Cigna Customers with Medicare Advantage Coverage Overview

#### Effective June 1, 2022:

- Hospitals are responsible for submitting the initial inpatient precertification for SNF, IRF or LTAC admissions for customers discharging from an acute care facility.
- PAC Facilities (SNF, IRF and LTAC) are responsible for submitting the initial precertification requests for customers admitting from the community\*, emergency department\*, or outpatient setting\*, and to submit precertifications for concurrent review requests.
  - \* PAC facilities please notify EviCore when admission is for one of these situations
- NOTE: If a patient is transferred to the hospital directly from a PAC facility and stays >24 hours, a
  new precertification is required and should be requested by the hospital prior to discharge. If the
  patient stays 24 hours or less, they can be discharged back to the same PAC facility without a
  new authorization.
- IRF and LTAC facilities are responsible for submitting the initial precertification for customers transitioning to a lower level of care, such as a SNF.



### Rationale for Hospital Submission of PAC Precertification Requests

#### Appropriate Level of Care Determination:

- Hospitals present the most accurate clinical status for discharging patients
- Engagement with discharge planners to determine appropriate level based on medical necessity
- Patient-Centered alternative PAC setting recommendations
- Hospitals are encouraged to submit an authorization request at the same time they are sending clinical to a PAC facility to obtain a bed. The authorization for PAC is tied to the level of care, not a specific facility.

#### Coordinated Post Acute Care Placement:

- Proactively identify facility for optimal outcomes and patient experience
- Early initiation of plan of care with goals and risk assessment by EviCore staff members
- Offer social work coordination to address discharge barriers

#### Medicare PAC Guidance:

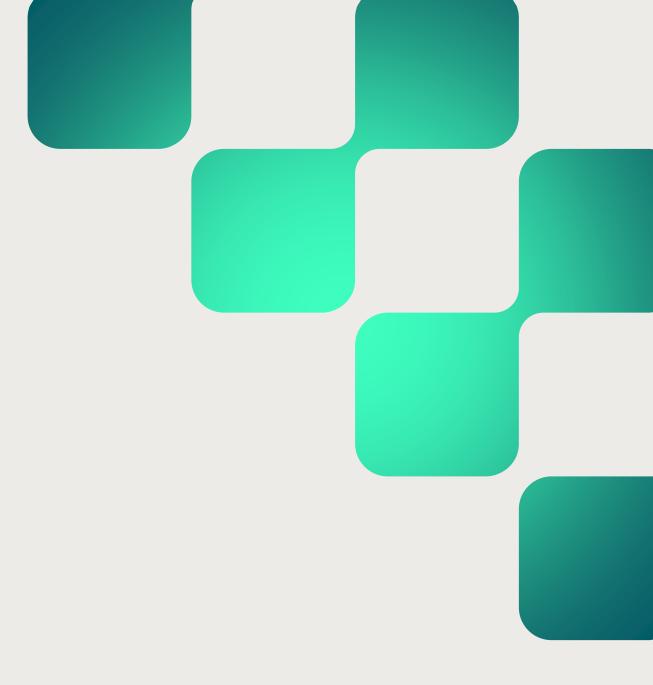
 Medicare's position on PAC placement provides guidance for the least intensive setting to adequately meet the patient's need

#### Post-Acute Care Prior Authorization Criteria includes, but not limited to:

- Medicare Benefit Policy Manuals (Medicare members only)
- MCG<sup>™</sup> evidence-based care guidelines®
- Other Evidence-Based Tools



## EviCore Provider Portal





#### **Benefits of Provider Portal**

Did you know that most providers are already saving time submitting precertification requests online? The provider portal allows you to go from request to decision much faster. The following are some benefits and features:

- Saves time: Quicker process than telephone precertification requests.
- Available 24/7: You can access the portal any time, any day.
- Upload additional clinical information: No need to fax supporting clinical documentation; it can be uploaded on the portal to support a new request or when additional information is requested.
- View and print determination information.
- Check case status in real-time.

#### Link to EviCore provider portal:

www.evicore.com/ep360



#### **Electronic Medical Records Access**

EMR Access allows EviCore to adjudicate decisions more timely and

help mitigate the risk of inappropriate decisions.





Full clinical notes can be obtained through the EMR access, which helps mitigate the risk of inappropriate decisions from being made, and ensures patients are at the appropriate level of care



More efficient and effective processes due to streamlined case management



Decrease fax time



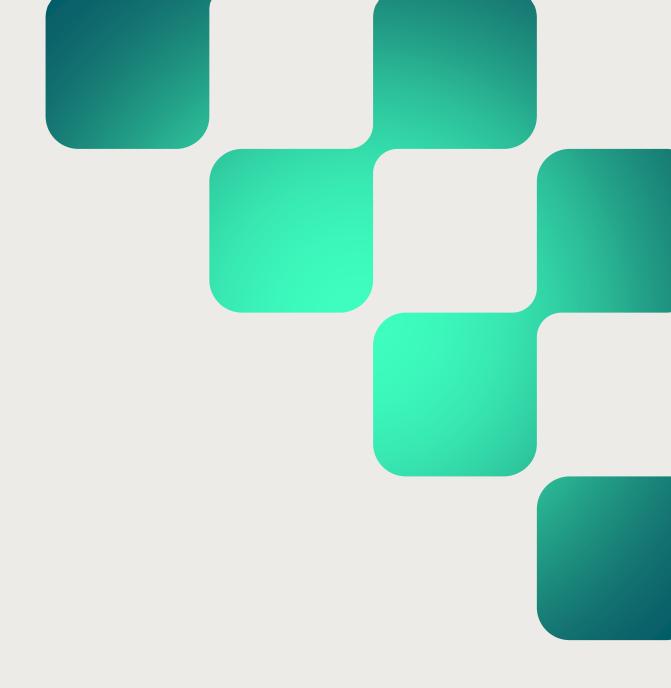


Decrease in the administrative burden on your facility

Please reach out to the PAC
Provider Engagement Manager
in your region for more
information and to get started
PAC Provider Relations



## EviCore Portal Registration

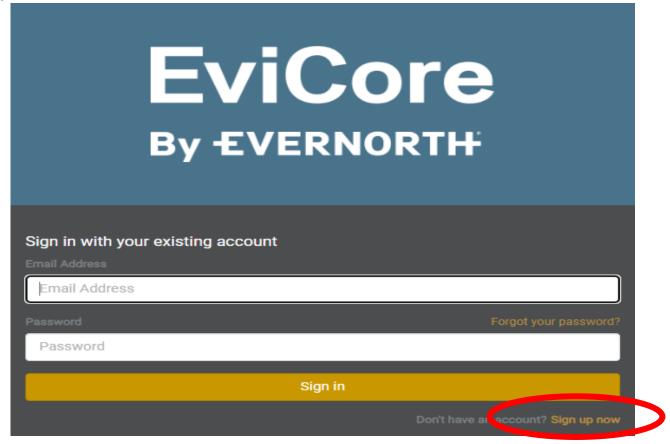




#### **EviCore Provider Portal Registration**

Administrators or first time portal users should:

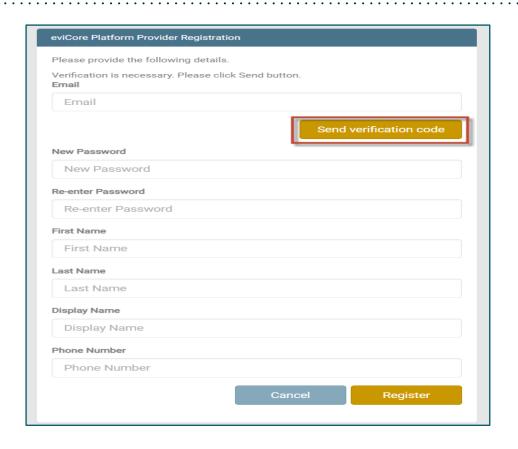
- Log in directly to EviCore <u>www.evicore.com/ep360</u>
- Choose "Sign up now" to create an EviCore account.





#### **Administrator Registration**

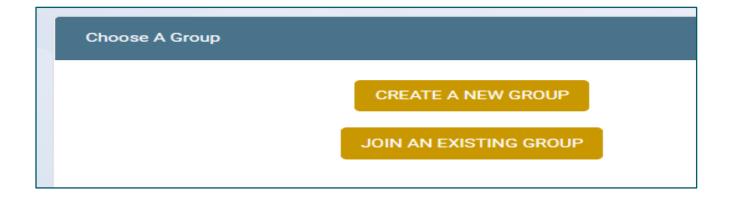
- Begin by completing the brief registration process.
- Enter the admin's email and click on "Send verification code," which will be sent via email.
- Enter the code provided in the email, click on "Verify Code," and complete the provider demographics.





#### **Create a Group**

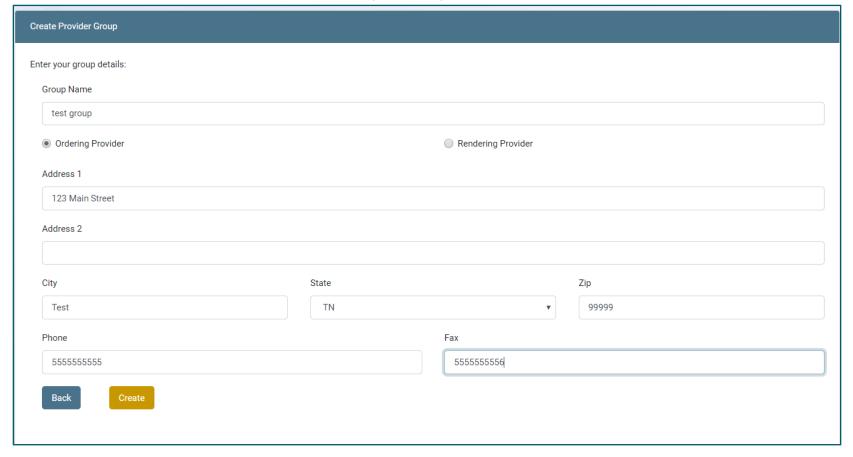
Next, the admin or individual user will Create A New Group.





#### **Group Details**

- User will enter the required details to create a new group.
- Accept the terms and conditions and privacy policy on the next screen.

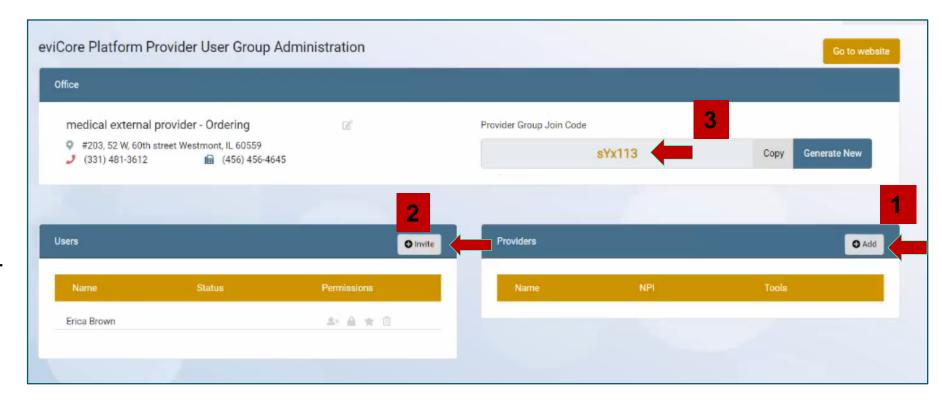




#### **Administrator Registration Details**

Once a user has successfully created a group, you should:

- Add Providers Add both TIN and NPI numbers for all providers associated with the group.
- 2. Invite other users to your group. (see next slide for added details)
- 3. Make note of the Provider Group Join Code and provide to all invited users for that group.
- 4. Once complete, click on "Go to website" to access the EviCore portal.



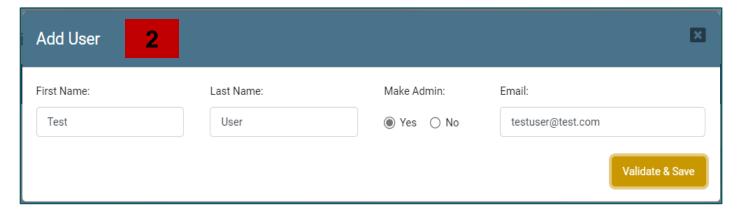


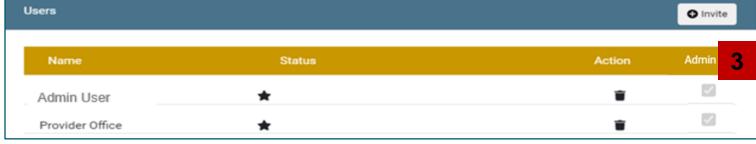
#### **Managing Account Users**

1) Click on "Invite" in the Users section



- 2) Enter the User's Name and Email
  - There is an option to assign that user as an additional administrator
  - Recommendation is to have at least one other administrator
- 3) In the Users section:
  - 1) The "star" in the status section indicates the user is an administrator. If you want to add an administrator after you've invited them to your group, use the admin check box.
  - Use the Delete icon in the Action section if users need to be deleted

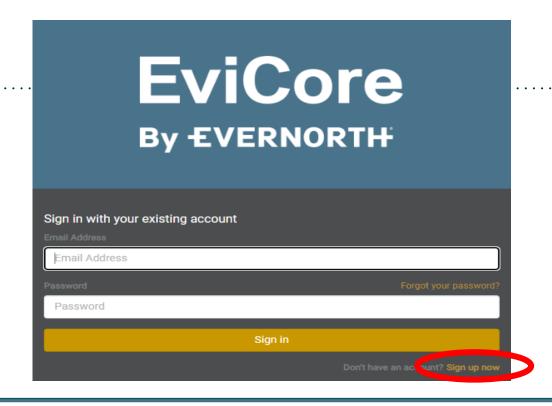


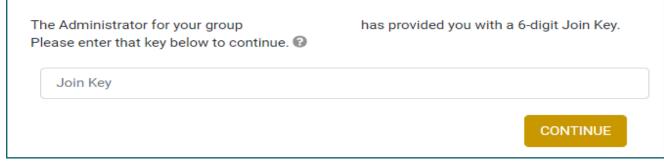




#### **All Other Users**

- The Join Code provided should be emailed to all invited users by the administrator.
- Each invited user will also receive an email to join the group.
- Follow the link in the email to join the group.
- At the main screen, choose "Sign up Now" to start the registration process
- User will be directed to "Join An Existing Group."
- User should enter the Join Code provided by their admin. Once complete, user will be directed to the EviCore portal dashboard.

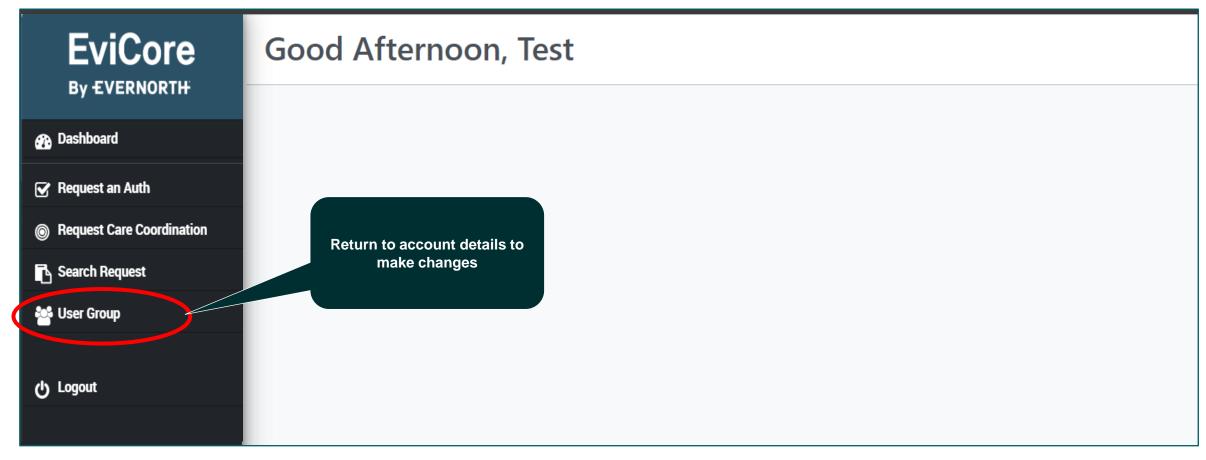






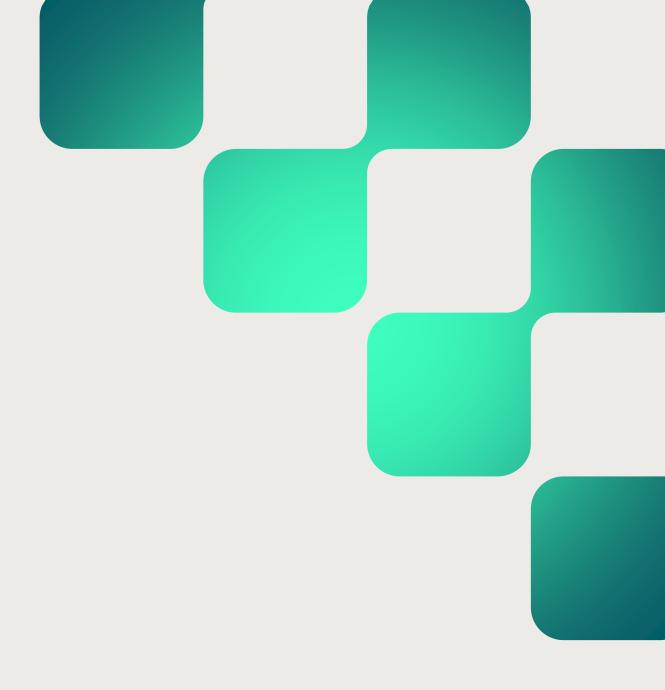
#### **Account Changes From Dashboard**

Administrators and Users can return to account details by selecting the User Group link on the menu bar





# Submitting Precertification Requests





#### **Methods to Submit Precertification Requests**

#### **EviCore by Evernorth Provider Portal (preferred)**

The EviCore online portal <a href="www.evicore.com/ep360">www.evicore.com/ep360</a> is the quickest, most efficient way to request precertification and check status.

#### Fax:

800.575.4429
Precertification
requests are
accepted via fax
and can be used to
submit additional
clinical information.

#### Phone:

800.298.4806 Hours of operation

- Monday Friday 8 a.m. to 8 p.m.
   CST
- Saturday 8 a.m. to 4 p.m. CST
- Sunday 8 a.m. to 1 p.m. CST
- Holidays 8 a.m. to 1 p.m. CST
- 24 hour on call coverage





### Required Information for Initial Post-Acute Care Precertification Requests



- Facility type being requested
- Accepting facility demographics (if known)
- Patient demographics
- Anticipated date of hospital, LTAC, or IRF discharge (if applicable)



- Hospital admitting diagnosis
- History and physical
- Progress notes, i.e., attending physician, consults & surgical (if applicable)
- Medication list
- Wound or Incision/location and stage (if applicable)



- Prior and current level of functioning
- Prior living situation
- Current therapy evaluations: PT/OT/ST (Within 24-48 hours of request)
- Therapy progress notes, including level of participation

Please note: EviCore precertification form and supporting clinical documentation are required for all post-acute care requests.



### Required Information for Date Extensions (PAC Concurrent Review Requests)



- Facility name and NPI
- Patient demographics
- Facility contact person name, phone and fax #



#### **Clinical Information**

- Current admission ICD-10 code
- Clinical progress notes
- Medication list
- Wound or Incision/location and stage (if applicable)

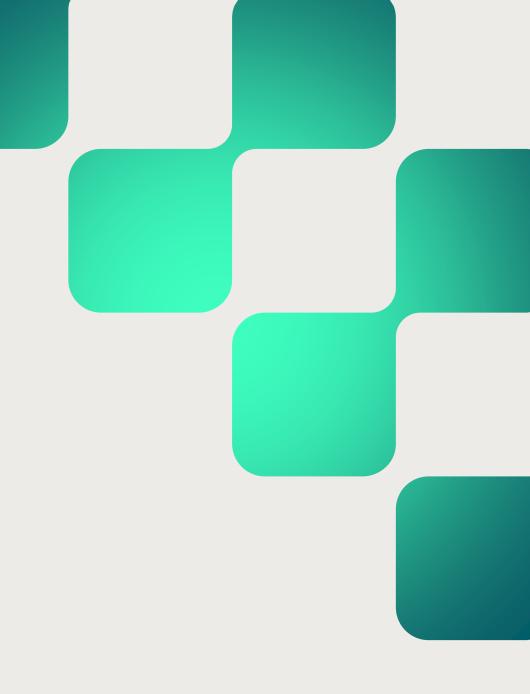


- Prior and current level of functioning
- Focused therapy goals: PT/OT/ST
- Therapy progress notes, including level of participation
- Discharge plans (include discharge barriers, if applicable)

Important: SNFs should submit clinical for date extension (PAC concurrent review) precertification requests 72 hours prior to the last covered day to allow time for Notice of Medicare Non-Coverage (NOMNC) to be issued. Only updated information since the last review needs to be sent. The provider is responsible to issue the NOMNC to the customer to review, sign and return to EviCore.



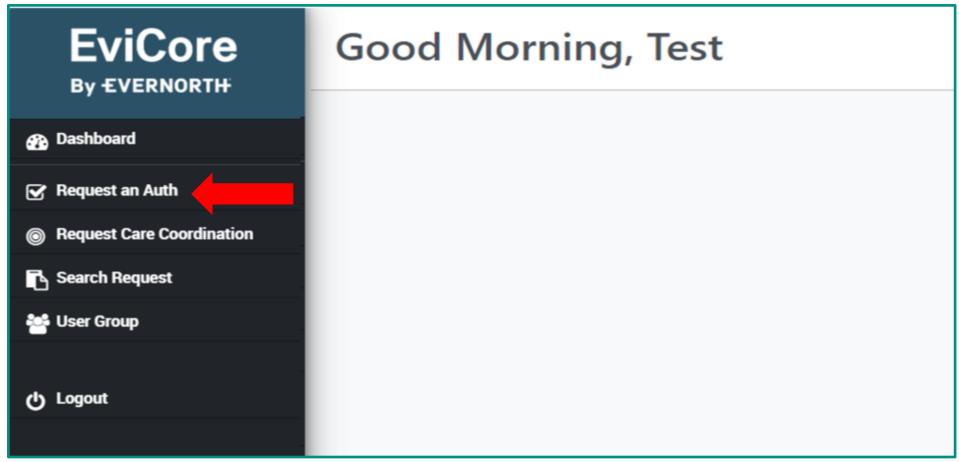






#### **Initial Case Creation**

After logging in, you will see the main screen and user dashboard. To begin, choose Request an Auth.





#### **Create a Case**

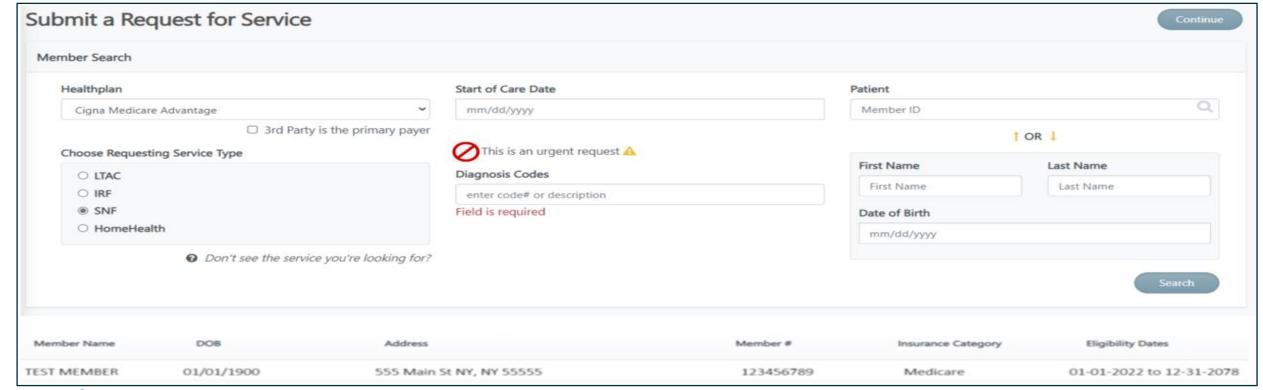
 Select the appropriate health plan and service type. Menu will show only service types available for the chosen health plan.

EviCore	Submit a Request for Service
By EVERNORTH	Member Search
<b>₽</b> Dashboard	Healthplan
Request an Auth  Request Care Coordination	Choose Requesting Service Type
Search Request	O LTAC O IRF O SNF
User Group	○ HomeHealth
ტ Logout	Don't see the service you're looking for



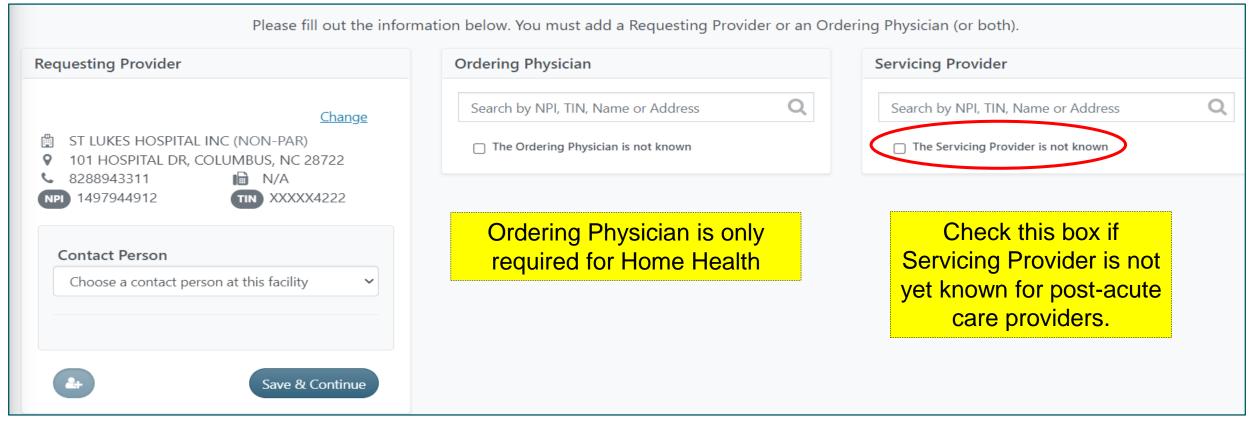
#### **Member Details**

- Start of Care Date and Diagnosis (smart search box either description of diagnosis or ICD-10 code). Enter
  either member ID or First Name, Last Name, and Date of Birth. Then choose patient from search results. System
  will confirm if patient is eligible for the requested plan for requested services.
- Make note; you are not able to mark a request as urgent on the portal.



#### **Enter Provider Details**

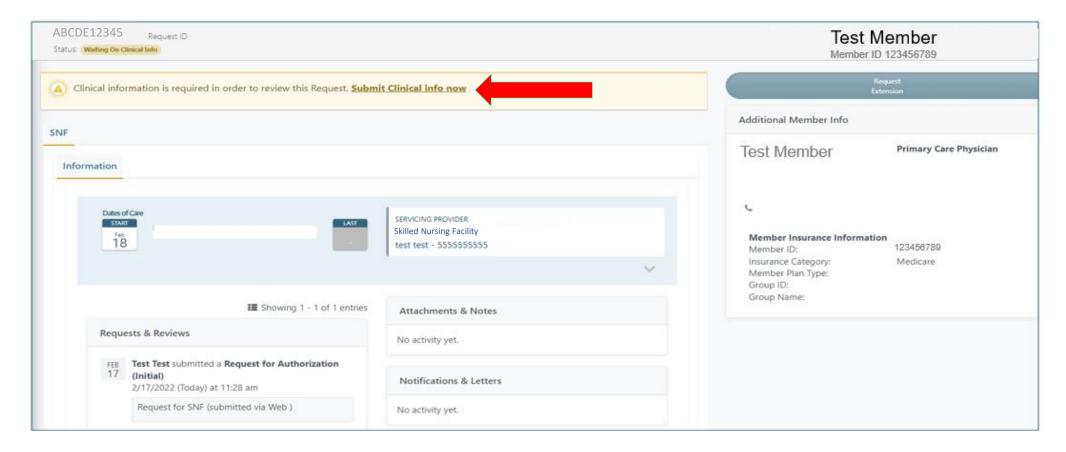
Enter the Requesting Provider, Ordering Physician, and Servicing Provider details. Smart search allows NPI, TIN, or provider name. Each provider has their own contact directory - contacts that our system has captured for the facility. Complete all fields, then Submit Case.





#### Case View/Attach Clinical

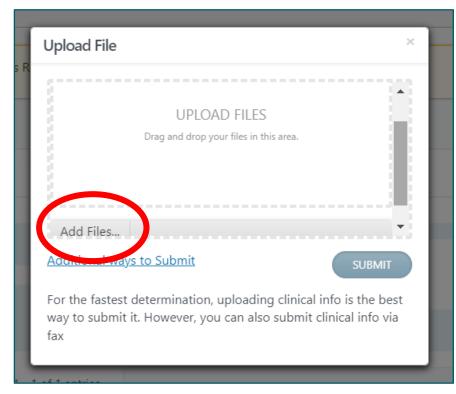
Next, you will be prompted to submit clinical documents. Select Submit Clinical info now.

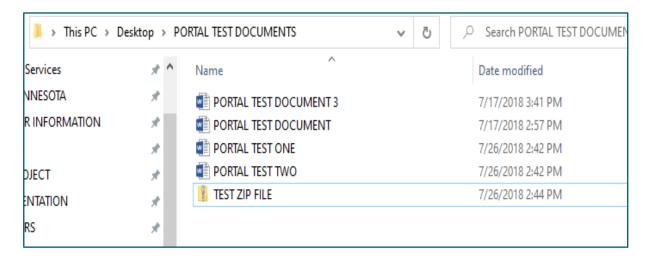




#### **Attach Clinical**

- Now you will see a pop up window to upload clinical documents. Select "Add Files".
- You will navigate to your system to locate the documents and attach to the case.
- All information will now be transmitted to begin the precertification review process.



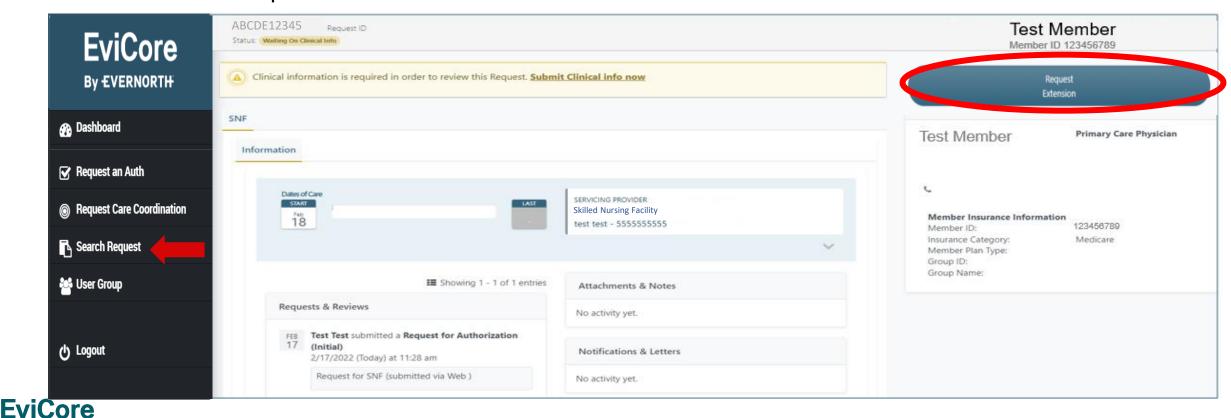




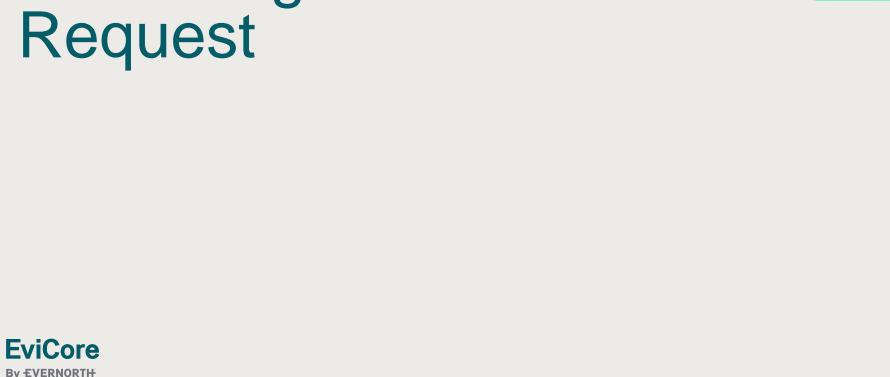
#### **Concurrent Review Process**

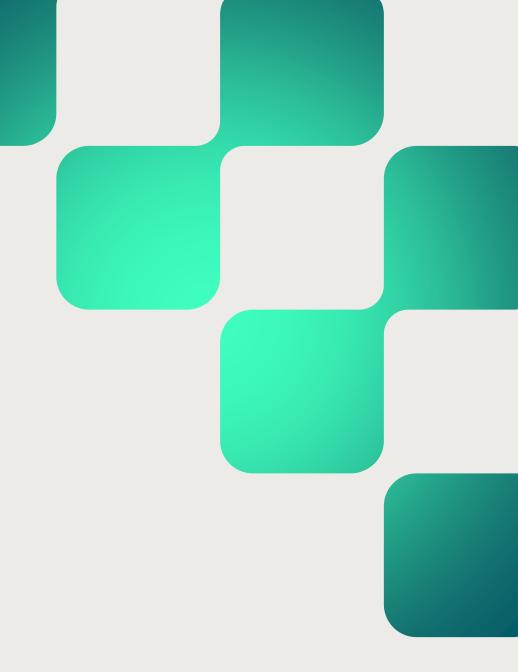
By EVERNORTH

- To initiate a concurrent review for the PAC facility, providers should select Search Request from the portal
  dashboard. Providers may search by the customer ID #, request ID, or the customer's name and date of birth
- Once the patient is located on the dashboard, choose 'Request Extension' and follow the previously shown "attach the documents" process



## Searching a Submitted Request



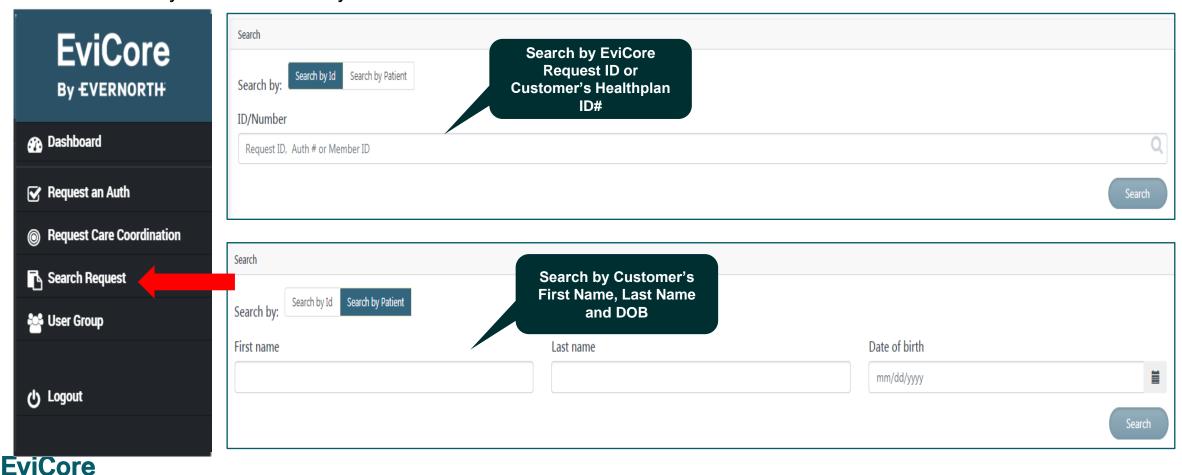




#### **Status Request**

By EVERNORTH

- Choose Search Request on the left menu bar
- Then "Search by ID" or "Search by Patient"

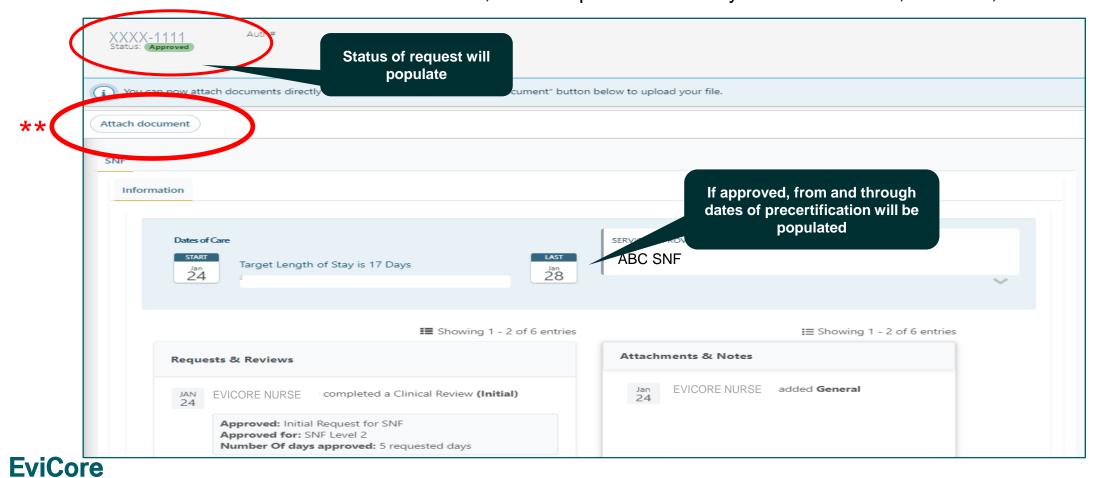


#### **Status Details/Attaching Documents**

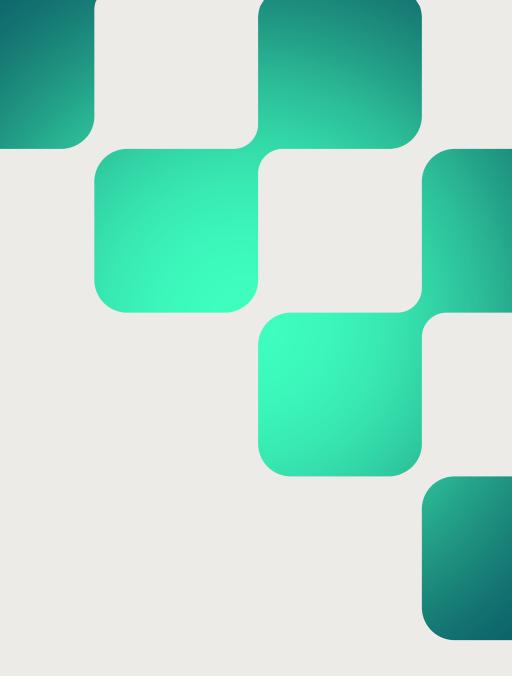
Precertification status details will be available here

By EVERNORTH

• \*\* You can attach documents to send to EviCore; for example – PAC facility notification letter, NOMNC, medication list



# Precertification Outcomes and Special Considerations





## **Precertification Approval**

#### **Approved Requests**

- Standard requests are processed within 48 hours after receipt of <u>all</u> necessary clinical information
- Authorization letters will be faxed to the requesting provider and can be printed on demand from the EviCore portal at <a href="https://www.evicore.com/ep360">www.evicore.com/ep360</a>
- Customers will receive an authorization letter by mail





## **Precertification Approval**

#### **Approved Requests**

Two Potential Scenarios & Outcomes:

- PAC facility known: Precertification number issued to requesting and servicing provider
- 2. PAC facility NOT known: Precertification number issued to requesting provider only
- 3. Initial precertification's are **valid for 7 calendar days** to help acute providers (hospitals) with discharge planning and to enable them to request authorization well before the expected acute discharge date

#### Number of precertified days are provided by PAC facility type as follows:

Precertification	Skilled nursing facility	Inpatient rehab facility	Long-term acute care	
Initial	Five (5) calendar days	Five (5) calendar days	Five (5) calendar days	





# Determination Outcomes: Unable to Approve/Alternate Recommendation

#### **Unable to approve (pending additional review)**

- When a request does not meet criteria during nurse review, it goes to second level MD review.
- If the MD is unable to approve the request based on the information provided, notification is made to the requesting provider.
- The provider is given the option to either send additional information to support medical necessity or schedule a clinical consultation (peer-to-peer).
- \*Important: If this option is not utilized by the requesting provider within one business day, an adverse determination is made and the request is denied.

#### **Alternate Recommendation**

- The EviCore MD may also offer an alternate recommendation. The requesting provider can either accept or reject the alternate recommendation, or schedule a clinical consultation.
- The ordering provider has up to 48 hours to accept the alternate recommendation.
- If accepted, the initial requested service will be denied and the alternate recommendation will be approved.





### **Precertification Outcomes - Adverse Determination**



- When a request does not meet medical necessity based on evidence-based guidelines, an adverse determination is made and the request is denied
- In those cases, a denial letter with the rationale for the decision and appeal rights will be issued by EviCore to the ordering physician, requesting provider and customer
- Adverse determinations letters can be printed on demand from the EviCore portal at <a href="https://www.evicore.com/ep360">www.evicore.com/ep360</a>

## Clinical Consultation Requests (Peer-to-Peer)

#### Unable to approve (pending additional review)

- If we are unable to approve a request with the provided information, we offer clinical consultations with the referring physician and an EviCore Medical Director
- Clinical consultations, after an Unable to Approve decision has been made, may result in either a reversal of decision to deny or an uphold of the original decision
- A clinical consultation may be requested by calling EviCore at 800.298.4806.
   Medical Directors are available for Clinical Consultations 365 days a year.

#### Adverse determination

- For adverse determinations, or final denials, providers can request a clinical consultation with an EviCore physician to better understand the reason for denial.
- Once a final denial decision has been made, however, the decision cannot be overturned via a clinical consultation.





## **Special Circumstances**

#### Requests submitted <u>after</u> care has started

If the customer is still receiving care in the PAC facility and a request is made within 1 business day from the start of care:

- The request will be reviewed for medical necessity
- The start date will be the date of the PAC admission.

If the customer has already discharged from the PAC facility when the precertification request is made <u>OR</u> The customer is still receiving care in the PAC facility and the request is made more than 1 business day from the start of care:

- The request will not be started with EviCore. You will need to file a claim and do a claims appeal through Cigna.
- The only exception is when there is an eligibility issue with the customer.





				$\neg$			
evicore healthcare	Concurrent Review Authorizatio	n Form					
For Concurrent Review	Requests: Fax to 800.575.4429 or call 800.298.4806 to sp	eak with an eviCore re	epresentative.				
Complete every field unle	Please provide supporting clinical documentation whe ss otherwise noted. Information must be legible. Place N/A if not applicable. F are not a guarantee of payment.		tion for continued stays				
If "yes", number of days av.  Is the admission a result of:  Are all therapy notes within  SNF member is receiving at  Has this member started rec	a motor-vehicle accident or workplace injury? Yes No 24-48 hours of admission date? Yes No	s No					
Sign and date here:  Documents to Attach: Histor	ry & Physical Discharge Summary (if available) Clinical Progress Notes (for	recertification requests)		 		No.	□ N-
Media	Medication list Therapy notes including level of participation (evaluation and last progress notes within the last 24-48 hours)				s this member started receiving services for this request?	Yes	No
	Assessment Type						
Facility Type Requesting:	SNF SNF Level IRF LTAC	Estimated Length of Stay (#	# of days)	На	s this member already been discharged from this service?	Yes	☐ No
	Member/Facility Information						/
Member Name Date of Birth Member Address							
				N			
Policy Number	Member Phone Number	PAC Facility Admission D	ate	$  \   \  $		_	
Servicing Facility Name	Servicing Facility Name Servicing Facility Address						
Servicing Facility Phone	Servicing Facility Contact Name	Servicing Facility NPI					
Member Information				Please be sure to complete these question	ne on the	2	
Primary Caregiver Contact Number Child Spouse Friend Self			·				
		Paid caregiver			authorization request form to determine if	EviCore	can
				Ш	review for retro. You can also provide thes	alietah as	s on a
					•		
					cover sheet. The request forms can be for	und on o	ur



EviCore provider resource website under 'Solution Resources': Cigna Medicare Advantage Provider

Resource | EviCore by Evernorth

## **Special Circumstances**

#### **Urgent precertification requests**

- EviCore uses the NCQA/URAC definition of **urgent**: when a delay in decision-making may seriously jeopardize the life or health of the customer.
- Urgent requests can be initiated by phone (recommended) or fax, and will be reviewed within 72 hours.





## **Post-Decision Options: Appeals Process**

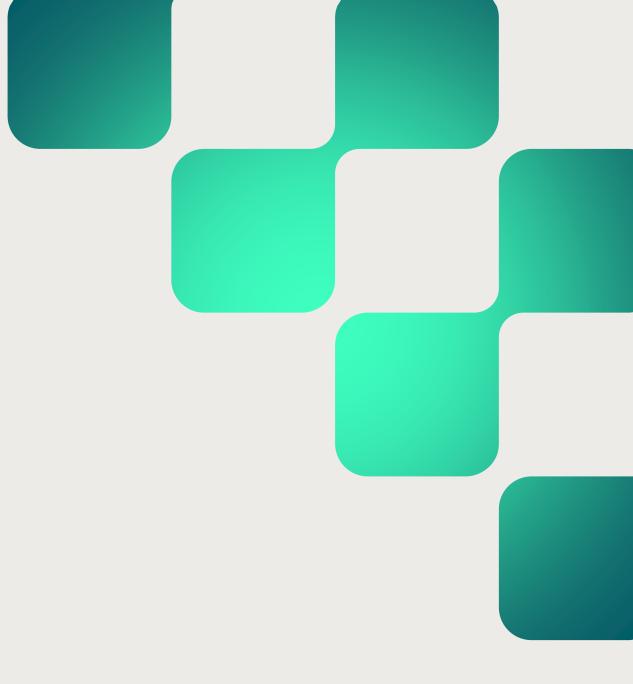
#### **Appeals Process**

- Cigna will process first-level appeals. Delegation of second level appeals will vary by plan and/or state regulations
- The timeframe to submit an appeal request will be outlined on the determination letter \*
- Appeal requests can be submitted to Cigna in writing via US Mail or by fax. The Cigna appeal address and fax number will be provided on the determination letter
- Providers with appeal questions may call the number indicated on the customer's ID card
- The appeal determination will be communicated by Cigna to the ordering provider and customer
- Appeal turnaround times:\*
  - Expedited 72 hours
  - Standard provider 30 days

<sup>\*</sup> May vary by plan and/or state regulations



## Provider Resources





## **Dedicated Call Center**

#### Precertification Call Center – 800.298.4806

To reach a customer service representative, please call our call center at **800.298.4806** and choose options **2,1,1** for post-acute care.

#### Hours of operation:

- Monday Friday 8 a.m. to 8 p.m. CST
- Saturday 8 a.m. to 4 p.m. CST
- Sunday 8 a.m. to 1 p.m. CST
- Holidays 8 a.m. to 1 p.m. CST
- 24 hour on call coverage

Note: If the start of care date on the post-acute care authorization changes, we recommend communicating this to EviCore to ensure the dates of service match the claim.

To ensure you have a successful experience in reaching the desired representative, please listen carefully to the phone prompts when calling the EviCore authorization call center.





## **Client & Provider Operations Team**

#### **Client and Provider Services**

Dedicated team to address provider-related requests and concerns including:

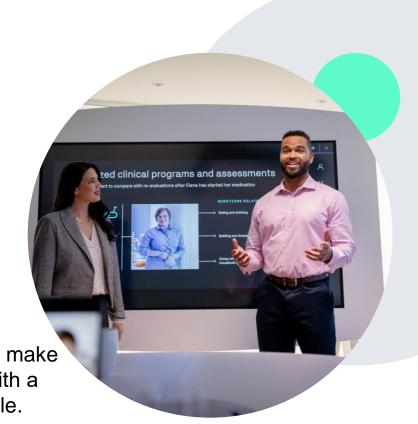
- Questions regarding accuracy assessment
- Requests for a precertification to be resent to the health plan
- Consumer engagement Inquiries
- Eligibility issues (customer, rendering facility, or ordering physician)
- Issues experienced during case creation

#### How to contact our Client and Provider Services team

Email: <u>ClientServices@evicore.com</u> (preferred)

**Phone:** 800.575.4517 (option 3)

For prompt service, please have all pertinent information available. When emailing, make sure to include "Cigna Medicare Advantage (PAC) health plan" in the subject line with a description of the issue; include customer, provider and case details when applicable.





### **Provider Resource Website**

#### **Client Specific Provider Resource Site**

EviCore's Provider Experience team maintains provider resource pages that contain educational materials to assist providers and their staff on a daily basis. The provider resource page will include, but is not limited to, the following educational materials:

- Provider Training Documents
- Frequently Asked Questions (FAQ) Documents
- Quick Reference Guides (QRG)
- Provider Training Sessions' Details
- Precertification and recertification forms

To access these helpful resources, please visit

Cigna Medicare Advantage Provider Resource | EviCore by Evernorth





## **EviCore Provider Portal Support**

For EviCore portal account questions - contact a Portal Support Specialist



Call: 800.646.0418 (option 2)



Email: portal.support@EviCore.com

Portal Support Services: Available Monday through Friday, 8:00 a.m. – 7:00 p.m. EST





## Thank You



