



Ancillary Services Authorization Request

Fax to: (877) 431-8859

Check one of the following:

- DME
 Home Care Services
 PT/OT/ST
 Transition of Care

Required Information: In order to ensure our members receive quality care, appropriate claims payment and notification of servicing providers, please complete this form in its entirety. Please type or print in black ink and submit this request to the fax number above. ***Do not use this form for an urgent request, call (866) 351-8777.**

Member

Member Plan ID: _____ Today's Date: _____
 Member Last Name: _____ Member First Name: _____
 Member Phone Number: _____ Date of Birth: _____

Requesting Provider

Provider ID: _____ Type: PCP Specialist
 Provider Last Name: _____ Provider First Name: _____
 Phone Number: _____ Fax Number: _____
 Specialty: _____ RP Contact: _____

Treating Provider

Provider ID: _____ Specialty: _____
 Address: _____ City: _____ State: _____ ZIP: _____
 Provider Last Name: _____ Provider First Name: _____
 Phone Number: _____ Fax Number: _____

Facility

Place of Service: Office OP Hospital Free Standing Facility Home

Check this box to skip this section and have the Plan assign the Facility

Facility ID: _____ Facility Name: _____
 Address: _____ City: _____ State: _____ ZIP: _____
 Phone Number: _____ Fax Number: _____

Service Requested

Planned Date of Service: From: ___/___/___ To: ___/___/___

Primary ICD-9 Code: _____ Description: _____

CPT- 4 / HCPC Code	Description of Procedure or Services	Visits / Frequency

Please include additional procedure codes, as applicable, in the Clinical Summary below.
 Pertinent Clinical Summary: (Attach supporting clinical records, if necessary). For customized equipment or services, specify pertinent member information (i.e., height, weight, O₂ saturation, sleep study, functional assessment, etc.)

*Authorizations will be given for medically necessary services only; it is not a guarantee of payment. Payment is subject to verification of member eligibility and to the limitations and exclusions of the member's contract. Emergencies do not require prior authorization (An emergency is a medical condition manifesting itself by acute symptoms of sufficient severity which could result, without immediate medical attention, in serious jeopardy to the health of an individual). *Urgent Care is defined as medically necessary treatment for an injury, illness, or other type of condition (usually not life threatening) which should be treated within 24 hours.*