

FAX TO: (225) 929-6803

CONTINUATION OF SERVICES _____YES _____NO

P.A. NUMBER

FAX TO: (225) 929-6803 **CONTINUATION OF SERVICES** ____YES ____NO

PRIOR AUTHORIZATION TYPE: (1) ___ 01-Outpatient Surgery Performed Inpatient Hospital ___ 05 Rehabilitation Therapy <u>X</u> 09 DME equipment & Supplies ___ 99 Outpatient Surgery Performed Inpatient (CPT Procedures) & All other specialized CPT Procedures				RECIPIENT 13-DIGIT MEDICAID ID NUMBER OR 16-DIGIT CCN NUMBER (2) 7 7 7 7 0 0 0 0 1 1 1 1 2 2 2 2												Social Security No. (3) 					
MEDICAID PROVIDER NUMBER (7- DIGIT) (6) 1 1 1 1 1 1 3				RECIPIENT LAST NAME FIRST MI (4) <i>Carabella</i> <i>Travis</i>												DATE OF BIRTH (5) 					
				BEGIN DATE OF SERVICE (7) (MMDDYYYY) 						END DATE OF SERVICE (MMDDYYYY) 						P. A. NURSE AND / OR PHYSICIAN REVIEWER'S SIGNATURE: & DATE					
DIAGNOSIS : (8) PRIMARY CODE & DESCRIPTION CHF SECONDARY CODE & DESCRIPTION 										PRESCRIPTION DATE (9) (MMDDYYYY) 08 26 2009				STATUS CODES: 2 = APPROVED 3 = DENIED							
DESCRIPTION OF SERVICES										PRESCRIBING PHYSICIAN'S NAME AND/ OR NUMBER: (10)											
										FOR INTERNAL USE ONLY											
PROCEDURE CODE (11)		MODIFIERS (11A) Mod 1 Mod 2 Mod 3			ENTER NDC CODE (11 DIGITS) THAT CORRESPONDS WITH HCPC FORMULA CODE OR ENTER THE DESCRIPTION OF EACH PROCEDURE CODE (11B)						REQUESTED UNITS (11C)		AMT (11D)		AUTHORIZED UNITS		AMT		PA CODE(S)		
A4927					Catheters												1231.20				
A4351					Non-Sterile Gloves						6										
A4402					Ostomy Lubricant												6.36				
(12) PLACE OF TREATMENT: ___ RECIPIENT'S HOME ___ NURSING HOME ___ ICF-MR FACILITY ___ OUTPATIENT HOSPITAL / CLINIC																					
(13) PROVIDER NAME: The Best DME Agency ADDRESS: 111 Main Street CITY: Solomon STATE LA ZIPCODE 00000 TELEPHONE: () FAX NUMBER: ()										(14) CASE MANAGER INFORMATION: NAME: Carla Scott ADDRESS: 1234 State Street CITY: Baton Rouge STATE LA ZIPCODE 00000 TELEPHONE () FAX NUMBER: ()											

(15) *Connie David* (16) 08/13/2009
PROVIDER SIGNATURE: **DATE OF REQUEST:**

Appendix A

Instructions for Completing Prior Authorization Form (PA-01)

NOTE: ONLY THE FIELDS LISTED BELOW ARE TO BE COMPLETED BY THE PROVIDER OF SERVICE. ALL OTHER FIELDS ARE TO BE USED BY THE PRIOR AUTHORIZATION DEPARTMENT AT UNISYS.

- FIELD NO.1** CHECK THE APPROPRIATE BLOCK TO INDICATE THE TYPE OF PRIOR AUTHORIZATION REQUESTED.
- FIELD NO.2** ENTER RECIPIENT'S 13-DIGIT MEDICAID ID NUMBER OR THE 16-DIGIT CCN NUMBER.
- FIELD NO.3** ENTER THE RECIPIENT'S SOCIAL SECURITY NUMBER.
- FIELD NO.4** ENTER THE RECIPIENT'S LAST NAME, FIRST NAME AND MIDDLE INITIAL AS IT APPEARS ON THEIR MEDICAID CARD.
- FIELD NO.5** ENTER THE RECIPIENT'S DATE OF BIRTH IN MMDDYYYY FORMAT (MM=MONTH, DD=DAY, YYYY=YEAR).
- FIELD NO.6** ENTER THE PROVIDER'S 7-DIGIT MEDICAID NUMBER. IF ASSOCIATED WITH A GROUP, ENTER THE ATTENDING PROVIDER NUMBER ONLY.
- FIELD NO.7** ENTER THE BEGINNING AND ENDING DATES OF SERVICE IN MMDDYYYY FORMAT (MM=MONTH, DD=DAY, YYYY=YEAR).
- FIELD NO.8** ENTER THE NUMERIC ICD9-DIAGNOSIS CODE (PRIMARY & SECONDARY) AND THE CORRESPONDING DESCRIPTION.
- FIELD NO.9** ENTER THE DAY THE PRESCRIPTION, DOCTOR'S ORDERS WAS WRITTEN IN MMDDYYYY FORMAT (MM=MONTH, DD=DAY, YYYY=YEAR).
- FIELD NO.10** ENTER THE NAME OF THE RECIPIENT'S ATTENDING PHYSICIAN PRESCRIBING THE SERVICES.
- FIELD NO.11** ENTER THE HCPCS / PROCEDURE CODE
- FIELD NO.11A** ENTER THE CORRESPONDING MODIFIERS (WHEN APPROPRIATE).
- FIELD NO.11B** ENTER THE 11 DIGIT NDC CODE THAT CORRESPONDS WITH THE HCPC FORMULA CODE, OR THE CORRESPONDING DESCRIPTION FOR EACH PROCEDURE REQUESTED.
- FIELD NO.11C** ENTER THE NUMBER OF UNITS REQUESTED FOR EACH INDIVIDUAL HCPC/PROCEDURE
- FIELD NO.11D** ENTER THE REQUESTED CHARGES FOR EACH INDIVIDUAL HCPC/PROCEDURE WHEN APPROPRIATE FOR THE REQUESTED HCPC/PROCEDURE
- FIELD NO.12** ENTER THE LOCATION FOR ALL SERVICES RENDERED.
- FIELD NO.13** ENTER THE NAME, MAILING ADDRESS AND TELEPHONE NUMBER OF THE PROVIDER OF SERVICE
- FIELD NO.14** ENTER THE NAME, MAILING ADDRESS AND TELEPHONE NUMBER OF THE RECIPIENT'S CASE MANAGER, IF AVAILABLE
- FIELD NO.15** PROVIDER/AUTHORIZED SIGNATURE IS REQUIRED. YOUR REQUEST WILL NOT BE ACCEPTED IF NOT SIGNED. IF USING A STAMPED SIGNATURE, IT MUST BE INITIALED BY AUTHORIZED PERSONNEL.
- FIELD NO.16** DATE IS REQUIRED. YOUR REQUEST WILL NOT BE ACCEPTED IF FIELD IS NOT DATED.

IF YOU HAVE ANY QUESTIONS CONCERNING THE PRIOR AUTHORIZATION PROCESS, PLEASE CONTACT THE PRIOR AUTHORIZATION DEPARTMENT AT UNISYS:

PRIOR AUTHORIZATION TOLL-FREE NO.: 1-800-488-6334

PRIOR AUTHORIZATION UNIT NO.: 1-225-928-5263

PRIOR AUTHORIZATION FAX NO.: 1-225-929-6803