

## How to Secure Prior Authorization



### Pre-Auth Needed Tool

Use the Pre-Auth Needed Tool on the website to quickly determine if a service or procedure requires prior authorization.

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### Submit Prior Authorization

Emergency services do not require prior authorization.

If a service requires authorization, submit via one of the following ways:



#### SECURE WEB PORTAL

[Provider.SilverSummitHealthPlan.com](http://Provider.SilverSummitHealthPlan.com)

*This is the preferred and fastest method.*

Notification of authorization will be returned phone, fax, or web.



#### FAX

MEDICAL: 1-844-367-7022

BEHAVIORAL HEALTH: 1-855-868-4940



#### PHONE

1-844-366-2880

*See reverse side for a list of services that require prior authorization.*

#### Please note:

- All out-of-network services require prior authorization EXCEPT family planning and emergency room.
- Failure to complete the required authorization or certification may result in a denied claim.

# Prior Authorization Guide

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## Out of Network Services

*All out-of-network (non-par) services and providers require prior authorization, excluding emergency services and family planning.*

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### SERVICES THAT REQUIRE PRIOR AUTHORIZATION:

#### Ancillary Services

- Air ambulance transport
- Durable Medical Equipment
- Private Duty Nursing
- Orthotics/Prosthetics
- Genetic testing
- Quantitative urine drug screen

#### Procedures/Services

- Potentially cosmetic
- Bariatric surgery
- High tech imaging administered by NIA, i.e. CT, MRI, PET
- Obstetrical ultrasound — Two allowed in nine months; prior authorization required for additional u/s except if rendered by a perinatologist
- Pain management (except post-op)
- Outpatient Mental Health (OMH) Services
- Rehabilitative Mental Health (RMH) Services
- Day Treatment
- Electroconvulsive Therapy (ECT)
- Applied Behavioral Analysis (ABA)
- Outpatient Alcohol and Substance Abuse Services

#### Inpatient Authorization

All elective/scheduled admission notifications requested at least five days prior to the scheduled date of admit including but not limited to:

- Medical Admissions
- Surgical Admissions
- All services performed in out-of-network facilities
- Rehabilitation facilities
- Behavioral Health/Substance Use Disorder
- Observation stays exceeding 48 hours require Inpatient Authorization/Concurrent Review
- Inpatient Mental Health Services
- Inpatient Alcohol and Substance Abuse Detox and treatment
- Residential Treatment Center (RTC) Services



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