

## Out-of-Network Precertification Request Form

Prior authorization phone: 1-800-454-3730 Fax: 1-877-423-9965

To prevent any delay in processing your request, please fill out this form in its entirety.

**Today's date:** \_\_\_\_\_

**Provider return fax:** \_\_\_\_\_

**Standard request**

**Expedited request**

**If expedited, urgent or emergent, please explain:**

**Justification for out-of-network (OON) request**

Has the member seen an OON provider before?  Yes  No If yes, date last seen: \_\_\_\_\_

Date referred: \_\_\_\_\_ Diagnosis treated (may use code): \_\_\_\_\_

**Member information**

First name: \_\_\_\_\_ Last name: \_\_\_\_\_ Member ID: \_\_\_\_\_

DOB: \_\_\_\_\_ Phone: \_\_\_\_\_

**Referring provider**  **Participating**  **Nonparticipating**

Full name: \_\_\_\_\_

NPI: \_\_\_\_\_ TIN: \_\_\_\_\_

Office contact name: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Location: \_\_\_\_\_ Specialty: \_\_\_\_\_

**Servicing provider**  **Participating**  **Nonparticipating**

Full name: \_\_\_\_\_

NPI: \_\_\_\_\_

Office contact name: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Location: \_\_\_\_\_ Specialty: \_\_\_\_\_

**Servicing facility**  **Participating**  **Nonparticipating**

Full name: \_\_\_\_\_

NPI: \_\_\_\_\_

Office contact name: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Location: \_\_\_\_\_

**Requested service**

**Type of service:**  Outpatient  Emergent inpatient  Personal care services  
 Home health  Planned inpatient  Long-term services and supports/long-term care  
*Check all that apply.*  Hospice  Diagnostic study  Durable medical equipment  
 Office visit  Skilled nursing facility  Other: \_\_\_\_\_

**Place of service:**  Hospital  Independent ancillary (i.e., lab, radiology)  
 Nursing facility  Ambulatory surgery center  
 Office  Other: \_\_\_\_\_  
 Home

**Dates of service:** \_\_\_\_\_ **Clinical documentation attached?**  Yes  No

ICD-10 code(s): \_\_\_\_\_

CPT/HCPCS code(s): \_\_\_\_\_

Units: \_\_\_\_\_

Please submit all appropriate clinical information, provider contact information and any other necessary documents with this form to support your request. If this is a request for extension or modification of an existing authorization, provide the authorization.

**Existing authorization reference ID:** \_\_\_\_\_