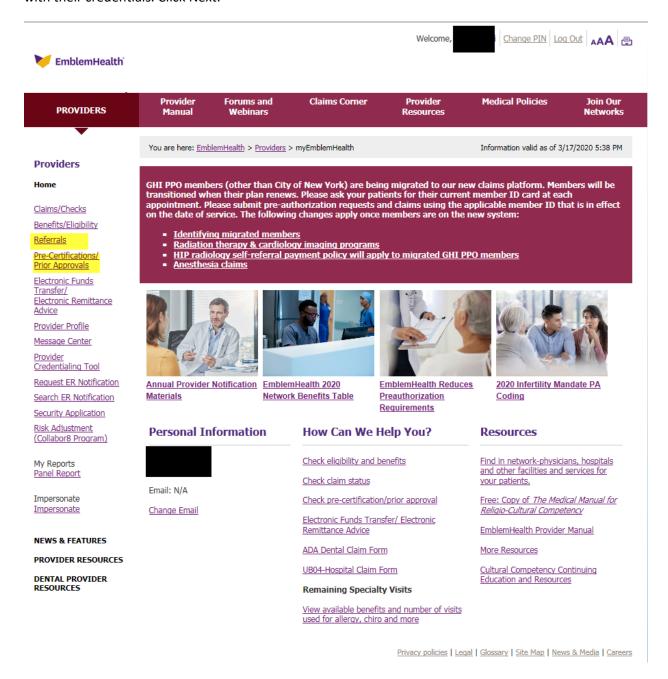
How to create a preauthorization for a SOS code with Clinical criteria

Provider logs into the web portal.

On Left navigational pane- Select Prior Approval

Click on the options to create a preauthorization. The screen will look for the provider when they login with their credentials. Click Next.





Close Window

### **Providers**

## Please select the Requesting Provider.

### myEmblemHealth

- Referrals
- Prior Approvals
- Search Referrals and Prior Approvals
- Request ER Notification
- Search ER Notification
- Preauthorization Check

# Prior Approval Request

**Emblem Use** 

For Physical/Occupational Therapy for members delegated to Palladian, requiring Prior Approval after the initial evaluation, please contact Palladian at www.palladianhealth.com/providers or call 1-877-774-7693 for questions. Speech Therapy requests for restorative services do not require a referral or prior approval for claim payment.

Inpatient Services

Outpatient Services

Office Services

Home Care

Durable Medical Equipment

Transportation

For all Admission Types including Medical, Surgical, Rehab SNF and Mental Health.

For all Outpatient Services including but not limited to Outpatient

Clinics, Surgery and Ambulatory Surgical Centers. For services requiring Prior Approval to be performed by a physician or

other health care professional in an office setting. Routine services with an authorized referral from the requesting provider do not require a prior approval. Simply use the authorization number of the referral issued by the requesting provider on your claim submission.

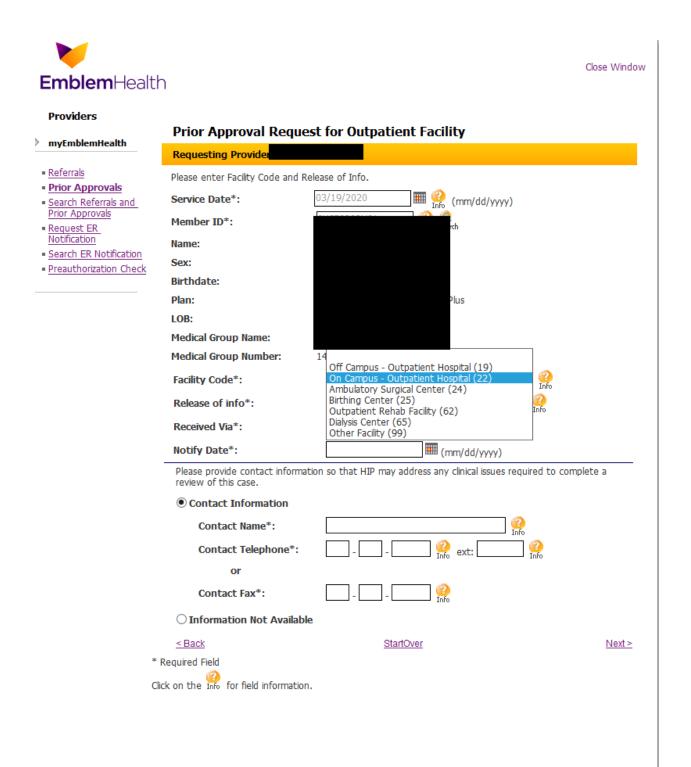
To request Home Health Care Services.

To request Durable Medical Equipment.

To request Transportation.

Entity: H/CAREMGR/ ✓ Select your entity:

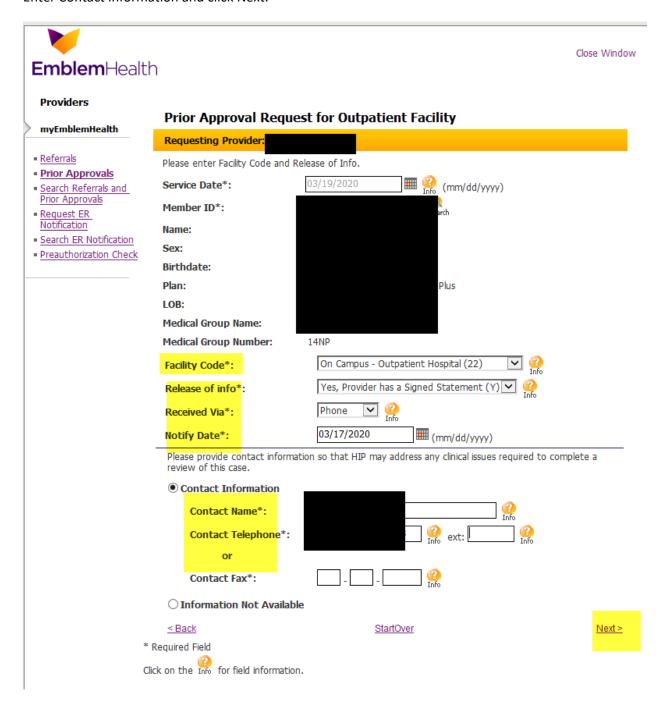
Requesting Provider: Enter Pris # or NPI: Next Enter Member ID and click search. The member details will be prepopulated. Click on the drop down for the Facility code and choose the Place of Service. Select place of service where services are going to be rendered.



Enter Received Via from the dropdown.

Enter the date Notified of the information.

Enter Contact information and click Next.

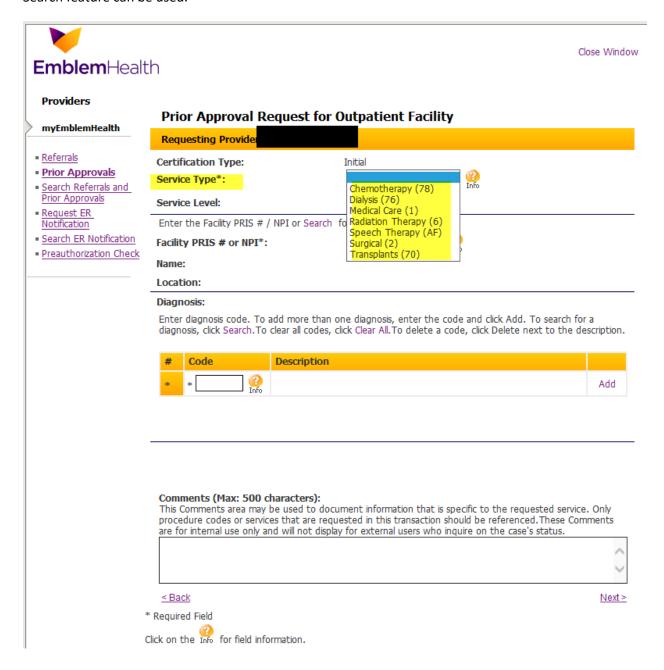


How to create a preauthorization for a SOS code with Clinical criteria

## Select Type of Service needed

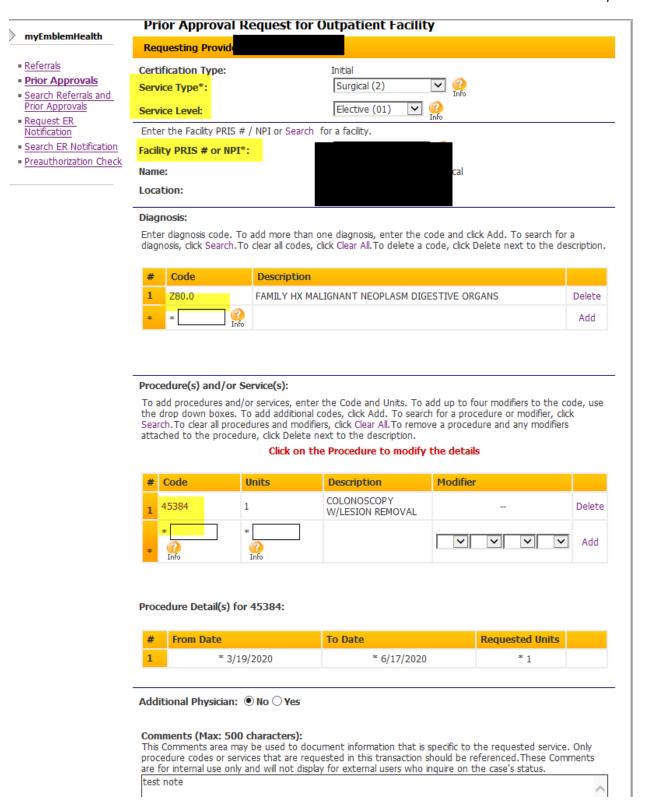
Enter who will be providing the services by Pris # or NPI number. If you use NPI number a screen will appear with the Facility name, address and pris #. Please select the appropriate provider location.

Search feature can be used.

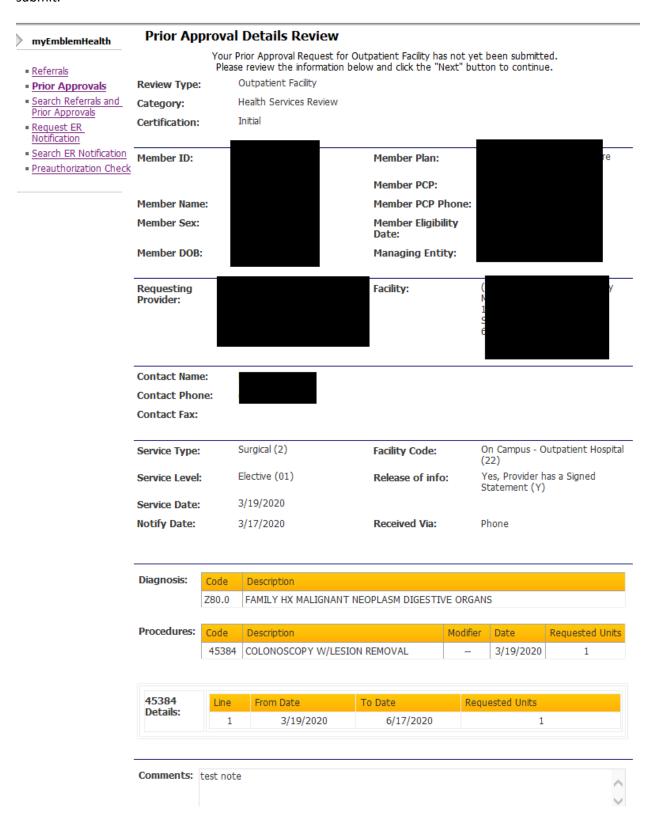


Enter members diagnosis code by ICD10 code.

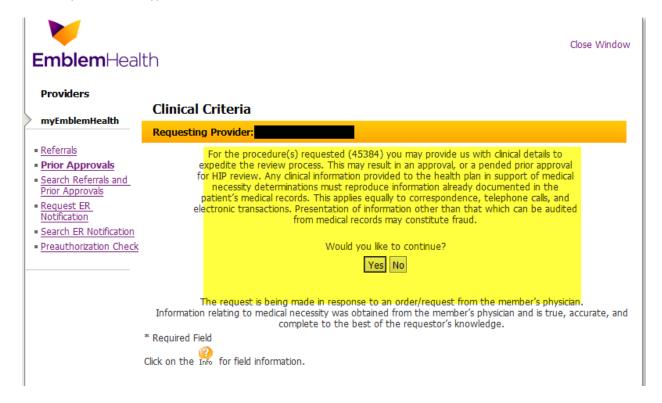
Enter Procedure code and units. Dates of Service will auto fill. Enter notes in Comments section if any.



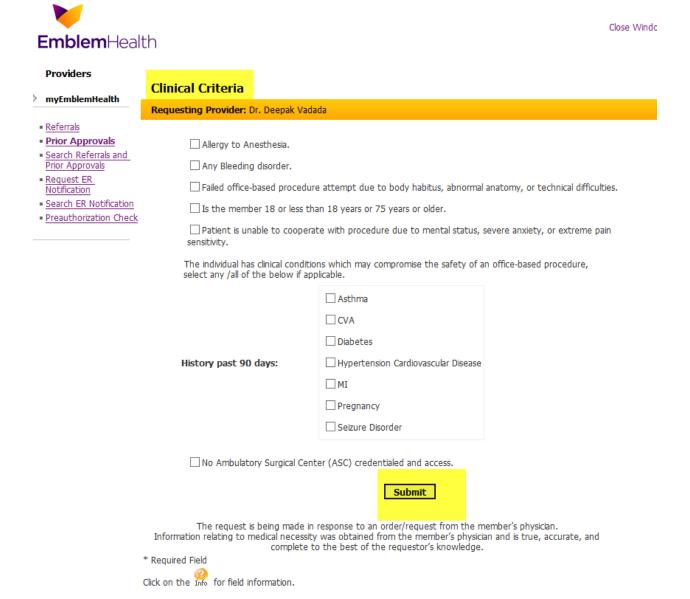
A review screen will appear with all valued information. Review and hit edit if needed, if not select submit.



The Clinical Criteria page will be displayed. Please click yes if you want to proceed with the questionaries or No if you wish to bypass.



Next page displays the Clinical criteria questions. Please read and respond as required and Submit.



Preauthorization information will be seen with the Trace number, Authorization # and Status as applicable.

