

RadMD Quick Start Guide

Requesting Radiation Therapy Treatment

This Quick Start Guide is a tool to assist physicians and staff in obtaining prior authorizations for radiation therapy treatment quickly and easily via the **RadMD website**. To start, open your Internet browser and visit **RadMD.com**. Click *Login* on the right side of the screen. Enter your *Account ID* and *Password*, then click *Login*. Click *Go* next to *Request a Radiation Treatment Plan*. Read the overview and click *Continue (Identify the Member)*.

1. Identify the Patient

Enter the patient's information.

Click *Save and Continue*.

* Last Name: * First Name:

* Date of Birth: / /

* Health Plan: [Where are the other health plans](#) 
[Please Select One]

Member ID:

2. Identify the Rendering Physician

Verify the patient and select a *Physician* from the drop-down box.

Click *Save and Continue*

Rendering Physician

First Name:

Last Name:

Physician ID:

Phone:

3. Select the Disease Site

Select the disease site from the list.

Select Type of Radiation Therapy

Select the type of radiation therapy being performed.

Click *Save and Continue*.

Please select the disease site being treated:

Please select the type of radiation therapy being performed for the patient's initial phase of treatment:

Please specify Other type of radiation therapy:

If the disease site being treated is not present, it means that NIA does not manage the radiation therapy for this patient's cancer. If the desired radiation therapy is not present, please select "Other" and then indicate the type of radiation therapy being performed in the box provided. If you have additional questions, please log out and call the NIA Call Center.

4. Select the Treatment Facility

Enter search criteria and click *Search*.

Click the link for the appropriate facility.

Verify the facility and click *Save and Continue*.

Treatment Facility Search	
Name:	<input type="text" value="niag"/>
City:	<input type="text"/>
Zip:	<input type="text"/>
<input type="button" value="Search"/>	

5. Answer Questions

Answer questions about the patient.

Click *Save and Continue*.

*ICD-10 Code: [Add ICD-10](#) [ICD-10 Code Help](#)

6. Final Confirmation

Confirm the final request details.

Submit the request by clicking *Continue*.

Patient (Step 1):
Physician (Step 2):
Treatment (Step 3):
Treatment Facility (Step 4):
Treatment Justification (Step 5):

7. Clinical Questions

Answer some questions specific to the treatment.

Click *Next* after answering each question.

Click *Finish* once all questions have been answered.

Which breast is being treated?

- Right
- Left
- Both
- Unknown

Q/A History:

8. Request Complete

The request is now complete.

The final page confirms the request and displays current status.

Click *Start New Exam* or *Back to Main Menu*.

Status	
Current Status:	Pending
Validity Period:	[Not Applicable]
Tracking Number:	0416678
<input type="button" value="Back to the Main Menu"/>	<input type="button" value="Start a New Request"/>

Questions? Comments? Need help?

Send an email to RadMDSupport@MagellanHealth.com. Or call toll-free 877-80-RADMD (877-807-2363).

RadMD is available 24/7, except when maintenance is performed once every other week after business hours.