

Maryland Physicians Care Physical Medicine Prior Authorization Quick Reference Guide for Providers

Effective January 1, 2021

National Imaging Associates, Inc. (NIA) will be providing Utilization Management for outpatient rehabilitative and habilitative Physical Medicine services (Physical, Occupational, and Speech Therapy) on behalf of Maryland Physicians Care. This program is consistent with industry-wide efforts to manage the increasing utilization of these services and to ensure quality of care. All providers will be required to obtain prior authorizations for Physical Medicine services.

The NIA outpatient rehabilitative and habilitative Physical Medicine Service Prior Authorization program will begin on January 1, 2021. The NIA Call Center will be available beginning January 1, 2021 for prior authorization for dates of service January 1, 2021 and beyond. Any services rendered on or after January 1, 2021 will require authorization.

NIA will manage Physical Medicine Services for Maryland Physicians Care members age 21 and older receiving Physical, Occupational and Speech Therapy services in an office, outpatient and Home Health setting.

Effective March 1, 2021, members receiving Physical, Occupational and Speech Therapy in a Home Health setting under 21 years of age will also be included in the NIA authorization program.

Effective March 1, 2021, the NIA authorization program will also include **chiropractors** rendering physical therapy services (within scope of practice) on behalf of Maryland Physicians Care for members 21 and older.

The NIA program is managed through Maryland Physicians Care's contractual relationships with providers who deliver outpatient therapy services. NIA conducts medical necessity reviews of requested services only.

Prior Authorization

Providers must obtain prior authorization for the Physical Medicine procedures listed within 5 business days from rendering these services.

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| Services Requiring Authorization: | Outpatient Therapy Services for: |
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| | <ul style="list-style-type: none"> • Physical Therapy • Speech Therapy • Occupational Therapy |
| The review is focused on therapy services performed in the following settings: | <ul style="list-style-type: none"> • Outpatient Office • Outpatient Hospital • *Home Health |

Therapy provided in Hospital ER, Inpatient and Observation status, Acute Rehab Hospital Inpatient, Inpatient and Outpatient Skilled Nursing Facility settings and PT, OT ST services provided for members under 21 years (carved out benefit through Maryland State) are excluded from this program.

- CPT codes billed for Physical, Occupational, and Speech Therapy for initial evaluations do not require an authorization. However, all other billed codes even if performed on the same date as the initial evaluation date will require authorization prior to billing.

*Home health providers submitting claims using codes other than designated initial evaluation CPT Codes for the initial evaluation should request an authorization within the timeframe listed above, so the authorization can be backdated to cover these services.

Submitting Prior Authorization Requests

- Providers are encouraged to utilize www.RadMD.com to request prior authorization for Physical Medicine services. If a provider is unable to use RadMD, they may call 1-800-424-4836.

Information Needed to Submit Prior Authorization Requests

To expedite the prior authorization process, please have the appropriate information ready before logging into NIA's Website, www.RadMD.com or calling 1-800-424-4836.

- Name, address, and TIN of the facility that will be used for billing the service.
- Member name, ID number, and date of birth
- Requesting/Rendering Provider Type - PT, OT, ST
- Name of office or facility where the service will be performed
- Date of initial evaluation
- ICD-10 code(s)
- Details justifying therapy
 - Initial Evaluation or Re-evaluation findings
 - Past medical history
 - Patient symptoms
 - Prior treatment received for the same condition
 - Functional Outcome/Standardized Test Scores
 - Baseline functional status and Impairments
 - Objective tests and measures
 - Specific functional goals
 - Interventions to be utilized

- Plan of Care/Treatment Plan

Website Access

- **To get started**, go to www.RadMD.com, click the New User button and submit a RadMD Application for New Account by selecting “**Physical Medicine Practitioner.**”
- You can request prior authorization at www.RadMD.com by clicking the “**Request Physical Medicine**” link which is a part of your main menu options.
- Additional services on an existing authorization can be requested using the “**Initiate a Subsequent Request**” link using RadMD
- RadMD is available 24/7, except when maintenance is performed once every other week after business hours.
- **Pended requests:** If you are requesting prior authorizations through the NIA website and your request pends, you will receive a tracking number. You will then be required to submit additional clinical information to complete the process.
- **Authorizations status:** You can check on the status of prior authorizations quickly and easily by using the “View Request Status” link on RadMD’s main menu. In addition to the ability to view clinical documentation received by NIA, users can view links to case-specific communication to include requests for additional information and determination letters.
- **The “Track an Authorization”** feature will allow users who did not submit the original request to view the status of an authorization, as well as upload clinical information. This option is also available as a part of your main menu options using the “Search by Tracking Number” feature. A tracking number is required with this feature.
- **Medically Urgent/Expedited:** The NIA Website, www.RadMD.com cannot be used for medically urgent or expedited prior authorization requests that occur during business hours. Those requests must be processed by calling NIA at 1-800-424-4836.
- Payment will be denied for Physical Medicine procedures performed without a necessary prior authorization, and the member cannot be balance-billed for such services.

Telephone Access

- Call center hours of operation are Monday through Friday, 8 a.m. to 8 p.m. EST. You may obtain a prior authorization request by calling NIA at 1-800-424-4836.
- If you have questions or need more information about this physical medicine prior authorization program, you may contact the NIA Provider Service Line at: 1-800-327-0641.

Submitting Claims

- Please continue to submit claims to Maryland Physicians Care as you currently do today.
- We strongly encourage EDI claims submission.

Important Notes

- **The authorization number or request ID** consists of at least 11 alpha-numeric characters (i.e., 12345MPC123). In some cases, the ordering provider may instead

receive a tracking number (i.e. 123456789) if the provider's authorization request is not approved at the time of initial contact.

- **Multiple Physical Medicine Requests:** NIA can accept multiple requests on RadMD or during one phone call.
- **Clinical Guidelines:** NIA issues authorizations in accordance with the NIA Clinical Guidelines and Milliman Care Guidelines for physical medicine. A link to these clinical guidelines can be found on www.RadMD.com under "Online Tools/Clinical Guidelines". NIA Guidelines for physical medicine services are based on evidence-based research, generally accepted industry standards and best practice guidelines established by the corresponding national organizations.
- **Complaints/Appeals:** For prior authorization complaints/appeals, please follow the instructions on your denial letter or Explanation of Payment (EOP).
- **Member Eligibility:** To verify member eligibility, including benefit information, please call the Provider/Customer Service line on the back of the member's ID card.
- **A prior authorization number is not a guarantee of payment.** Whether the requested service is covered is subject to all of the terms and conditions of the member's benefit plan, including but not limited to, member eligibility, benefit coverage at the time services are provided and any pre-existing condition exclusions referenced in the member's benefit plan.
- **Balance Billing:** Payment will be denied for Physical Medicine procedures performed without a necessary prior authorization, and the member cannot be balance-billed for such services.
- **Provider Relations Assistance:** To educate your staff on NIA procedures and to assist you with any provider issues or concerns, contact your Maryland Physicians Care or NIA Provider Relations Representative.