

**National Imaging Associates, Inc. (NIA)*
Radiation Oncology Solutions Program
Frequently Asked Questions (FAQ's)
For Radiation Oncologists and Cancer Treatment Facilities**

| Question | Answer |
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| GENERAL | |
| Why did Capital Blue Cross implement a Radiation Oncology Solutions program? | <p>Capital Blue Cross implemented a Radiation Oncology Solutions Program that is consistent with industry-wide efforts to ensure members receive the most appropriate radiation therapy treatment in accordance with evidence based clinical guidelines and standards of care.</p> <ul style="list-style-type: none"> ▪ Brachytherapy (Low-dose rate (LDR), High-dose rate (HDR) and Electronic ▪ 2D conventional radiation therapy (2D) ▪ 3D conformal radiation therapy (3D-CRT) ▪ Intensity modulated radiation therapy (IMRT) ▪ Stereotactic Radiation Therapy (SRS and SBRT) ▪ Proton beam radiation therapy (PBT) ▪ Intraoperative Radiation Therapy (IORT) ▪ Neutron Beam ▪ Hyperthermia |
| Why do radiation therapy treatments require medical necessity review? | <p>The purpose of this program is to ensure that members receive the most appropriate radiation therapy treatment consistent with our medical policy, evidence-based clinical guidelines and standards of care followed for treatment. These clinical guidelines are aligned with national standards and peer review literature, and are available on our web portal, RadMD.com.</p> |
| Why did Capital Blue Cross select NIA to manage its Radiation Oncology Solutions Program? | <p>NIA was selected to partner with Capital Blue Cross because of their clinically driven program designed to effectively manage quality and member safety, while ensuring the appropriate utilization of resources for Capital Blue Cross members.</p> |
| Which Capital Blue Cross members are covered under this relationship and what networks are used? | <p>NIA's Radiation Oncology Solutions Program for outpatient Radiation Oncology Solutions services for Capital Blue Cross membership is managed through Capital Blue Cross contractual relationships with providers who deliver Radiation Oncology Solutions services. NIA conducts medical necessity reviews of requested services only.</p> |

** Effective 1/20/2023, National Imaging Associates, Inc. is now a subsidiary of Evolent Health. Evolent Health and its affiliates and subsidiaries collectively referred to as "Evolent."*

| PRIOR AUTHORIZATION | |
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| What was the Implementation Date for the Radiation Oncology Solutions Program? | Implementation was January 1, 2015. All radiation therapy treatments require prior authorization. |
| What radiation therapy treatments will require medical necessity review for prior authorization? | <ul style="list-style-type: none"> ▪ All Cancers as well as All Other Conditions (i.e., Brain and Spine Lesions, AVM, Trigeminal Neuralgia) for Intensity Modulated Radiation Therapy (IMRT), Proton Beam and Stereotactic Radiation Therapy for all Capital Blue Cross membership ▪ Prior authorization will be required for all radiation therapy treatment modalities and the number of treatments/fractions for the course of treatments for procedures listed below based on medical necessity review: <ul style="list-style-type: none"> • Brachytherapy (Low-dose rate (LDR), High-dose rate (HDR) and Electronic • 2D conventional radiation therapy (2D) • 3D conformal radiation therapy (3D-CRT) • Intensity modulated radiation therapy (IMRT) • Stereotactic Radiation Therapy (SRS and SBRT) • Proton beam radiation therapy (PBT) • Intraoperative Radiation Therapy (IORT) • Neutron Beam • Hyperthermia <p>NIA provides utilization management services for all cancers and conditions however, NIA does not manage the authorization for drugs associated with these services.</p> |
| Do inpatient radiation therapy procedures require prior authorization? | <p>No. Inpatient radiation therapy services <i>do not</i> require prior authorization by NIA and are not affected by this program.</p> <p>If a member began <i>inpatient</i> radiation therapy and continues <i>subsequent outpatient</i> treatment, or if a member began radiation therapy prior to coverage by Capital Blue Cross, <i>outpatient</i> radiation therapy will not require prior authorization for medical necessity review.</p> <p>Providers should fax a completed Radiation Therapy Treatment Notification Form for each member to Capital Blue Cross at 1-717-540-2171.</p> <p>A Radiation Therapy Treatment Notification Form, is located in the Paper Forms section of the Capital BlueCross Provider Library via NaviNet® , must be submitted to Capital BlueCross.</p> |
| Where can providers obtain the list of procedures requiring prior authorization for reimbursement? | Please refer to the Radiation Oncology Utilization Review Matrix for a list of CPT codes that NIA authorizes on behalf of Capital Blue Cross . The matrix can be found on https://www.RadMD.com . Payment will be denied for procedures performed without a necessary prior authorization. |

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| What does the NIA prior authorization number look like? | The NIA prior authorization number consists of alpha-numeric characters. The Radiation Oncologist will receive an NIA tracking number (not the same as an authorization number) for tracking the request while it is in the process of medical necessity review. Providers can use either number to track the status of their request on https://www.RadMD.com or via NIA's Interactive Voice Response (IVR) telephone system. |
| Is a separate prior authorization number needed for each service code requested? | No. Only one prior authorization number is required for the entire process of care. |
| Can a provider verify an authorization number online? | Yes. Providers can check the status of a member's prior authorization quickly and easily by going to NIA's website, https://www.RadMD.com . |
| How long is the prior authorization number valid? | The prior authorization number is valid for 180 days from the date of request. NIA will use the date of request as the starting point for the 180 day period in which the treatment must be completed. If the Radiation Oncologist needs to perform the initial simulation prior to the date of request, the validity period will be dated from the date of the initial simulation. |
| MEDICAL NECESSITY REQUESTS | |
| Is medical necessity review required if Capital Blue Cross is not the member's primary insurance? | Yes. Medical necessity review requirements apply when Capital Blue Cross is the primary and secondary insurer. |
| Who is responsible for requesting medical necessity review for prior authorization determination? | <p>The Radiation Oncologist determining the treatment plan and providing the radiation therapy is responsible for submitting the prior authorization and medical necessity review request on behalf of Capital Blue Cross members. The Radiation Oncologist is responsible for obtaining the authorization number prior to initiating treatment.</p> <p>Breast Surgeons: The radiation oncologist is required to obtain a medical necessity review for Accelerated Partial Breast Irradiation (APBI). The breast surgeon also requires a prior authorization and will receive approval for the insertion of the catheters if APBI is approved as medically necessary. The surgeon can request a review for approval at https://www.RadMD.com or call NIA's toll-free number 1-888-203-1423. It is the responsibility of the Radiation Oncologist and cancer treatment facility to ensure that radiation therapy treatment plan procedures are authorized before services are rendered. Reimbursement is based on approved treatment plans and techniques.</p> |
| What is the best way to request medical necessity review for the prior | Please visit NIA's website https://www.RadMD.com to submit requests. RadMD is available 24/7, except when maintenance is performed. Please be sure to supply all requested information at the time of request to ensure medical necessity can be confirmed quickly for your physicians and members. |

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| authorization of radiation therapy procedures? | Requests may also be submitted by telephone at 1-888-203-1423 Monday through Friday, from 8 a.m. to 8 p.m. EST. |
| Can <i>multiple</i> medical necessity requests be made for different members during the same phone call? | Yes. For your convenience, providers may make multiple medical necessity requests for different members during the same phone call. Please be prepared with <i>all</i> required clinical information for each member prior to calling NIA to request medical necessity review. |
| Can <i>multiple</i> service requests be made for the same member during the same phone call? | Yes. Providers calling in to request medical necessity for radiation therapy procedures may also make requests for imaging and interventional procedures. |
| Can RadMD be used to request retrospective or expedited prior authorization requests? | <p>No. The Radiation Oncologist must call to request retrospective or expedited medical necessity review requests by calling 1-888-203-1423, Monday through Friday, from 8 a.m. to 8 p.m. EST.</p> <p>If a member requires emergency radiation therapy, the Radiation Oncologist should call NIA after the emergency treatment for approval for the course of treatment.</p> |
| What information does NIA require before a medical necessity review can be initiated for prior authorization determination? | <p>The Radiation Oncologist will be asked to provide general treatment plan information related to the radiation therapy treatment planned for each member.</p> <p>To expedite the prior authorization process, the Radiation Oncologist should have all of the following information available before logging on to NIA’s website, https://www.RadMD.com or by calling NIA at 1-888-203-1423:</p> <ul style="list-style-type: none"> ▪ Name and office phone number of Radiation Oncologist planning and delivering radiation therapy ▪ Member name and ID number ▪ Primary disease site being treated ▪ Stage (T, N, M stage) ▪ Treatment intent ▪ Requested radiation therapy modality (initial and/or boost stages) i.e.: <ul style="list-style-type: none"> • Total dose • Fractions • Guidance (IGRT, Port Films) ▪ Name of treatment facility where procedures will be performed ▪ Anticipated treatment and/or simulation date |
| When should requests for medical necessity review be submitted? | Prior authorization is required prior to the anticipated treatment start date. NIA recommends requesting prior authorization immediately after completing the member’s clinical treatment plan. |
| What if additional information is required or the clinical information submitted is incomplete? | <p>Please be sure to supply all requested information at the time of the request to ensure medical necessity can be confirmed quickly for your physicians and members.</p> <p>If the information submitted is incomplete, this could cause unnecessary delays in processing the provider’s request. It is imperative that all required information be</p> |

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| | <p>submitted at the time of the initial request for the most efficient processing of requests.</p> <p>If additional information is requested to complete the medical necessity review, it can be uploaded to https://www.RadMD.com or faxed to NIA's dedicated clinical fax line at 1-800-784-6864.</p> |
| How long does it take NIA to make a determination on a prior authorization request? | Once all required clinical information is received to complete the medical necessity review, generally a determination will be provided within two to three business days. |
| How can providers track the status of medical necessity review requests? | <p>While the case is being reviewed for medical necessity, the Radiation Oncologist will receive an NIA tracking number (not the same as a prior authorization number) for checking on the status of pending requests.</p> <p>Providers are able to use the tracking number to monitor the status of their request online or via NIA's Interactive Voice Response (IVR) telephone system.</p> |
| Who reviews my request for medical necessity? | <p>NIA's initial clinical reviewers are nurses and radiation therapists, specifically trained and licensed to review radiation therapy treatment plan requests. They can also assist physicians and their staff with the medical necessity review process. Most cases can be reviewed, and a medical necessity determination will be made at this level.</p> <p>In more complex clinical cases that require additional information or a peer-to-peer discussion with the requesting Radiation Oncologist, NIA's physician clinical reviewers are consulted for medical necessity review. NIA's Board-Certified Radiation Oncologists are consulted to review these more complex cases and will make a final medical necessity determination.</p> |
| How are peer-to-peer discussions scheduled or conducted if either required by NIA or requested by the provider? | <p>If necessary or requested, NIA's physician reviewers will conduct peer-to-peer discussions with physicians to ensure all critical information is identified and communicated about the member's case prior to a final determination.</p> <p>To request and schedule a peer-to-peer consultation, providers should contact NIA by calling 1-888-203-1423, Monday through Friday, from 8 a.m. to 8 p.m. EST. The NIA call center will work with your office staff and NIA's Radiation Oncologist physician reviewers to arrange for a telephonic discussion of the case.</p> |
| MODIFICATIONS TO PRIOR AUTHORIZED TREATMENT PROCEDURES | |
| If a member requires additional treatments, will NIA need to be notified? | <p>Yes. Modifications to an approved treatment plan must be made via telephone by calling 1-888-203-1423, Monday through Friday, from 8 a.m. to 8 p.m. EST.</p> <p>Please be prepared to provide additional clinical information to support the treatment modification as these requests will be reviewed for medical necessity.</p> |
| How long does it take to receive determination on requests to modify existing prior authorization requests? | Once all required member clinical information is successfully submitted to NIA for review, a medical necessity determination for modification to treatment is generally made within one business day. |

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| How are providers notified of medical necessity review outcomes for modifications to treatment? | Providers will receive a telephone call and fax once a determination has been made. If the fax fails, they will be sent a letter. Providers can always check the status of an authorization by visiting RadMD.com. |
| Are providers issued a new prior authorization number for modified treatment plan and procedures? | No. The prior authorization number will remain the same throughout the course of treatment. |
| CLAIMS RELATED | |
| Where do providers send their claims for Radiation Oncology treatment? | Providers should continue to send claims to the Capital Blue Cross as you currently do today. We strongly encourage EDI Claims submission. Payor ID Number is 01260. |
| How can providers check claims status? | Providers may check claims status via Capital Blue Cross website at: https://navinet.navimedix.com . |
| Who should a provider contact if they want to appeal a prior authorization or claims payment denial? | In the event of a prior authorization of claims payment denial, providers may appeal the decision through Capital Blue Cross. Providers should follow the instructions on their non-authorization letter or Explanation of Payment (EOP) notification. |
| MISCELLANEOUS | |
| How is medical necessity defined? | NIA defines medical necessity as a service that: <ul style="list-style-type: none"> • Meets generally accepted standards of medical practice; is appropriate for the symptoms, consistent with diagnosis, and otherwise in accordance with sufficient evidence and professionally recognized standards; • Is appropriate to the illness or injury for which it is performed as to type of service and expected outcome; • Is appropriate to the intensity of service and level of setting; • Provides unique, essential, and appropriate information when used for diagnostic purposes; • Is the lowest cost alternative that effectively addresses and treats the medical problem; and rendered for the treatment or diagnosis of an injury or illness; and • Is not furnished primarily for the convenience of the member, the attending provider, or other provider. |
| Where can a provider find NIA's Guidelines for Radiation Oncology Solutions Services? | NIA's Clinical Guidelines can be found on NIA's Website, https://www.RadMD.com under Online Tools/Clinical Guidelines. NIA's guidelines for Radiation Oncology Solutions services have been developed from practice experience, literature reviews, specialty criteria sets and empirical data. |

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| Did the Capital Blue Cross member ID card change with the implementation of this Radiation Oncology Solutions Program? | No. The Capital Blue Cross member ID card does not contain any NIA information on it and the member ID card did not change with the implementation of this Radiation Oncology Solutions Program. |
| What is an OCR Fax Coversheet? | By utilizing Optical Character Recognition (OCR) technology, NIA can automatically attach incoming clinical faxes to the appropriate case in our clinical system. We strongly recommend that ordering providers print an OCR fax coversheet from https://www.RadMD.com or contact NIA at 1-888-203-1423 to request an OCR fax coversheet if their prior authorization request is not approved on-line or during the initial phone call to NIA. NIA can fax this coversheet to the ordering provider during prior authorization intake or at any time during the review process. By prefacing clinical faxes to NIA with an OCR fax coversheet, the ordering provider can ensure a timely and efficient case review. |
| RECONSIDERATION AND APPEALS PROCESS | |
| What can I do if my request does not meet medical necessity criteria and prior authorization of radiation therapy procedures is denied? | In the event a physician's request is considered not medically necessary, NIA will notify the physician of the adverse determination and provide the physician with post-determination review instructions (See below for instructions). |
| Is the Reconsideration process for members with commercial plans available for the outpatient Radiation Oncology Solutions services once a denial is received? | <p>Once a denial determination has been made, if the office has new or additional information to provide, a reconsideration for members with commercial plans can be initiated by uploading via RadMD, calling, or faxing (using the case specific fax cover sheet) additional clinical information to support the request. A reconsideration must be initiated within 5 business days from the date of denial and prior to submitting a formal appeal.</p> <p>Re-opens (Medicare) are not allowed.</p> <p>NIA has a specialized clinical team focused on Radiation Oncology Solutions services. Peer-to-peer discussions are offered for any request that does not meet medical necessity guidelines or can call 1-888-203-1423 to initiate the peer-to-peer process. These discussions provide an opportunity to discuss the case and collaborate on the appropriate services for the member based on the clinical information provided.</p> |
| Who should a provider contact if they want to appeal a prior authorization decision? | Providers are asked to please follow the appeal instructions given on their non-authorization letter or Explanation of Benefits (EOB) notification. |
| RADMD ACCESS | |
| What option should I select to receive access to initiate authorizations? | Selecting "Physician's Office that Prescribes Radiation Oncology Procedures" will allow you access to initiate prior authorizations for outpatient imaging procedures. |

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| <p>How do I apply for RadMD access to initiate authorization requests?</p> | <p>User would go to our website https://www.RadMD.com.</p> <ul style="list-style-type: none"> • Click on NEW USER. • Choose “Physician’s Office that Prescribes Radiation Oncology Procedures” from the drop-down box • Complete application with necessary information. • Click on Submit <p>Once an application is submitted, the user will receive an email from our RadMD support team within a few hours after completing the application with an approved username and a temporary passcode. Please contact the RadMD Support Team at 1-800-327-0641 if you do not receive a response within 72 hours.</p> |
| <p>What is rendering provider access?</p> | <p>Rendering provider access allows Radiation Therapy Treatment Facilities the ability to view approved authorizations quickly and easily. If an office is interested in signing up for rendering access, you will need to designate an administrator.</p> <ul style="list-style-type: none"> • User would go to our website https://www.RadMD.com • Select “Facility/Office where procedures are performed” • Complete application • Click on Submit <p>After sign-in, visit the My Treatment Requests tab to view all outstanding authorizations.</p> <p>Examples of a rendering facility that only need to view approved authorizations:</p> <ul style="list-style-type: none"> • Hospital facility • Billing department • Offsite location <p>Another user in location who is not interested in initiating authorizations.</p> |
| <p>Which link on RadMD will I select to initiate an authorization request for outpatient Radiation Oncology Solutions services?</p> | <p>Clicking the “Request a therapy treatment plan” link will allow the user to submit a request for an outpatient radiation oncology solutions services.</p> |
| <p>How can providers check the status of an authorization request?</p> | <p>Providers can check on the status of an authorization by using the “View Request Status” link on RadMD’s main menu.</p> |
| <p>How can I confirm what clinical information has been uploaded or faxed to NIA?</p> | <p>Clinical Information that has been received via upload or fax can be viewed by selecting the member on the View Request Status link from the main menu. On the bottom of the “Request Verification Detail” page, select the appropriate link for the upload or fax.</p> |
| <p>Where can providers find their case-specific communication from NIA?</p> | <p>Links to case-specific communication to include requests for additional information and determination letters can be found via the View Request Status link.</p> |
| <p>If I did not submit the initial authorization request, how can I view the status of a case or upload clinical documentation?</p> | <p>The “Track an Authorization” feature allows 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.</p> |

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| <p>Can I share my RadMD access with my coworkers?</p> | <p>Yes, through our shared access process. This process allows providers to view authorization requests initiated by other RadMD users within your practice. By sharing access with other users, the user will be able to view and manage the authorization requests that you initiated, allowing them to communicate with your members and progress with treatment if you are not available.</p> |
| <p>Paperless Notification: How can I receive notifications electronically instead of paper?</p> | <p>NIA defaults communications including final authorization determinations to paperless/electronic. Correspondence for each case is sent to the email of the person submitting the initial authorization request.</p> <p>Users will be sent an email when determinations are made.</p> <ul style="list-style-type: none"> • No PHI will be contained in the email. • The email will contain a link that requires the user to log into RadMD to view PHI. <p>Providers who prefer paper communication will be given the option to opt out and receive communications via fax.</p> |
| <p>CONTACT INFORMATION</p> | |
| <p>Who can I contact if we need RadMD support?</p> | <p>For assistance, please contact RadMDSupport@Evolent.com or call 1-800-327-0641.</p> <p>RadMD is available 24/7, except when maintenance is performed every third Friday of the month from 12 AM – 3 AM EST.</p> |
| <p>Who can a provider contact at NIA for more information?</p> | <p>You may contact your dedicated NIA Provider Relations Manager:</p> <p>Lori A. Fink Provider Relations Manager 1-410-953-2621 lfink@Evolent.com</p> |
| <p>Who can a provider contact at Capital Blue Cross if they have questions or concerns?</p> | <p>Contact Capital Blue Cross provider services at 1-717-541-6000.</p> <p>Providers may access the Capital Blue Cross portal: https://navinet.navimedix.com.</p> |