

Magnolia Health Medical Specialty Solutions Quick Reference Guide For Ordering and Rendering Providers

Effective: January 1, 2011
(Revised: June 2, 2023)

National Imaging Associates, Inc. (NIA) provides utilization management for non-emergent, Medical Specialty Solutions for Magnolia Health members. In the interest of streamlining authorization processes and improving member outcomes, Magnolia Health has expanded its partnership with NIA to include Left Heart Catheterization (LHC), Interventional Pain Management (IPM) and Physical Medicine services.

This program requires prior authorization from NIA for non-emergent outpatient Medical Specialty Solutions services. Providers are to contact NIA to seek prior authorization for the following:

- MR, CT/CCTA, PET, MUGA Scan, MPI, Stress Echo,
- Left Heart Catheterization* (**Effective 7/1/2023**)
- Interventional Pain Management-Spine (Spinal Epidural Injections, Paravertebral Facet Joint Injections or Blocks, Paravertebral Facet Joint Denervation (Radiofrequency Neurolysis)* (**Effective 7/1/2023**)
- Physical Medicine Services, **all members, including members under 12 years of age** (Physical, Occupational, and Speech Therapy)* (**Effective 7/1/2023**)

***Please see the specific QRG for each of the Medical Specialty Solutions Program Services.**

Please refer to NIA's website to obtain the Magnolia Health / NIA Billable CPT® Codes Claim Resolution/Utilization Review Matrices for the CPT-4 codes that NIA authorizes on behalf of Magnolia Health. (Note: Physical Medicine does not have a CPT Code Matrix)

NIA manages Medical Specialty Solutions Services through Magnolia Health's contractual relationships with providers.

Medical Specialty Solutions Services performed in the following settings do not require authorization through NIA:

- Inpatient
- Emergency room/urgent care facility

Urgent/Emergent Care

If an urgent/emergent clinical situation exists outside of a hospital emergency room, please contact NIA immediately with the appropriate clinical information for an expedited review. NIA's website (RadMD.com) cannot be used for urgent/emergent clinical situations during normal business hours. For prior authorization of urgent/emergent care during normal business hours contact NIA at the phone number listed below.

Obtaining Authorizations

The ordering provider is responsible for obtaining prior authorizations for the Medical Specialty Solutions Services listed above.

It is the responsibility of the provider rendering this service to:

- Ensure that an authorization was obtained. Payment will be denied for procedures performed without a necessary authorization, and the member cannot be balance-billed for these procedures.
- Communicate to all personnel involved in outpatient scheduling that prior authorization is required for the above procedures under Magnolia Health.
- If a provider office calls to schedule a member for a procedure requiring prior authorization, request the authorization number.
- If the referring provider has not obtained prior authorization when required, inform the provider of this requirement, and advise him/her to obtain an authorization.
- If a member calls to schedule an appointment for a procedure that requires authorization, and does not have the authorization number, the member should be directed back to the referring provider who ordered the procedure.

Prior Authorization Process

There are two ways to obtain authorizations -- either through NIA's website at RadMD.com (preferred method) or by calling NIA at 1-877-864-7237. Call center hours of operation are Monday through Friday, 7 a.m. to 7 p.m. CST.

Information Needed to Obtain Prior Authorization

To expedite the prior authorization process, please refer to the specific required documentation for each Medical Specialty Solutions Service.* Have the appropriate information ready before logging into NIA's website or calling NIA's call center. (*Information is required).

- Name and office phone number of ordering provider*
- Member name and ID number*
- Requested procedure*
- Name of provider office or facility where the service will be performed*
- Anticipated date of service
- Details justifying procedure*
 - Symptoms and their duration
 - Physical exam findings

- Conservative treatment member has already completed (e.g., physical therapy, chiropractic or osteopathic manipulation, hot pads, massage, ice packs, medications)
 - Preliminary procedures already completed (e.g., x-rays, CTs, lab work, ultrasound, scoped procedures, referrals to specialist, specialist evaluation)
 - Reason the study is being requested (e.g., further evaluation, rule out a disorder)
- Please be prepared to provide the following information, if requested
 - Clinical notes
 - X-ray reports
 - Specialist reports/evaluation
 - Ultrasound reports
 - Previous related test results

***To assist in collecting information for the authorization process, you may access the specific Medical Specialty Solutions Clinical Checklists and Tip Sheets on RadMD.com.**

Website Access

- It is the responsibility of the **provider ordering the Medical Specialty Solutions Services** to access NIA’s website or call for prior authorization.
- **To get started**, go to RadMD.com, click the New User button and submit a RadMD Application for New Account by selecting “**Physician’s office that orders procedures.**” Your RadMD login information should not be shared.
- If a user already has access to RadMD to initiate authorizations, RadMD access will allow users to submit an authorization for any procedures/products managed by NIA.
- You can request prior authorization at RadMD.com by clicking the “**Request an exam or specialty procedure including cardiac**” link which is a part of your main menu options. RadMD is available 24/7, except when maintenance is performed every third Thursday of the month from 9 pm – midnight PST.
- **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.
- **Authorization 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 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.

Access Provider Self-service at:
RadMD.com

Submitting Claims

Claims go directly to Magnolia Health. Please send your claims for services to the following addresses:

Magnolia Health
Attn: Claims Department
P.O. Box 3090
Farmington, MO 636340-3822

For electronic submission, the Magnolia Health payor ID number is 68069 for Emdeon, SSI, or Gateway EDI.

Important Notes

- Authorizations for Magnolia Health are valid for 30 days from the date of request.
- The NIA authorization number consists of alpha/numeric characters. In some cases, you may instead receive an NIA tracking number (not the same as an authorization number) if your authorization request is not approved at the time of initial contact. You can use either number to track the status of the request on the RadMD website or via our Interactive Voice Response telephone system.
- NIA's Clinical Guidelines can be found on NIA's website, RadMD.com under Online Tools/Clinical Guidelines. NIA's guidelines for Medical Specialty Solutions Services have been developed from practice experience, literature reviews, specialty criteria sets and empirical data.
- An authorization number is not a guarantee of payment. Whether the requested service is covered is subject to all the terms and conditions of the member's benefit plan, including but not limited to, member eligibility, benefit coverage at the time of the services is provided and any pre-existing condition exclusions referenced in the member's benefit plan.
- For assistance, please contact RadMDSupport@Evolent.com or call 1-800-327-0641.
- To educate your staff on NIA procedures and to assist you with any provider issues or concerns, contact your NIA Area Provider Relations Manager.
- The Magnolia Health member ID cards do not have NIA identifying information on it. Magnolia Health redirects calls to NIA for Medical Specialty Solutions Services.
- Prior authorization and claims payment complaints/appeals: Follow the instructions on your denial letter or Explanation of Payment (EOP).