Radiology/Cardiology Advanced Imaging

Provider Presentation for Highmark Blue Cross Blue Shield of Western New York



HIGHMARK.



Empowering the Improvement of Care

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Program Overview

Applicable Memberships

Prior Authorization is required for Highmark Blue Cross Blue Shield of Western New York members, who are enrolled in the following lines of business/programs and have moved onto the Highmark system:

Commercial

Radiology and Cardiology (Advanced Imaging)

Subscriber: 01 John Q. Public ABC 880123456 Group#: 00123456		National Preferred HNRXS 610014	
Trade name of Highmark Western and Northeastern New York Inc. Check your plan documents for a complete explanation of benefits. BCBSINNY provides processing only and does not assume any tisk for clarms. (ASO)		bobawny.com For Customer Service To find an out of area provider call Pharmacy Member Service	PPO 1-888-839-5169 1-800-810-2583 1-800-839-3751
		local BlueCross BlueShie An independent licensee	of the
	56 5456 MIGHMA WESTERN NEW Trade name of Highm and Northeastern New Check your plan do complete explanation BCBSWNY provides p and does not assume	BASS Pix Bin: Stats Pix Bin: Min: Min:	blic Por Group: HNRX5 56 Provides processing only BCBSWNY provides processing only and deen not assume any mis for

Members with ID cards that are white front and back and have the Highmark logo, will require prior authorization through the Highmark system.

Highmark Prior Authorization Services

Highmark BCBSWNY will require prior authorization through NaviNet for delegated membership effective 12/1/2021 and forward for those moved onto Highmark's system.

Prior authorization from eviCore applies to the following services:

- Outpatient
- Diagnostic
- Elective / Non-emergent

Prior authorization from eviCore does **NOT** apply to services performed in:

- Emergency Rooms
- Observation Services
- Inpatient Stays

Member eligibility and benefits can be verified through HEALTHeNET.

Access to NaviNet will be necessary. Register through the below link.

https://navinet.secure.force.com/

Advanced Imaging & Cardiology Services

Advanced Imaging:

- CT, CTA
- MRI, MRA
- PET, PET/CT
- Nuclear Medicine*

Cardiology Services:

- Stress Testing
 - Myocardial Perfusion Imaging (SPECT & PET)
 - Stress Echocardiology
- Cardiac CT & MRI
- Echocardiography; Transthoracic, Transesophageal*
- Diagnostic Heart Catheterization*

*Additional Advanced Imaging & Cardiology Service modalities in eviCore's program scope



To find a complete list of Current Procedural Terminology (CPT) codes that require prior authorization through eviCore, please visit: <u>https://www.evicore.com/resources/healthplan/highmark</u>

Submitting Requests

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Methods to Submit Prior Authorization Requests

Provider Portal (preferred)

To submit a request for Prior Authorization from eviCore healthcare you will need to log in to your NaviNet account.

If Highmark has delegated eviCore to manage the Prior Authorization process for the member and requested services, you will be forwarded to the eviCore healthcare provider portal to complete your authorization request submission.

While phone and fax options are available, the provider portal is the quickest, most efficient way to request a prior authorization and check authorization status.

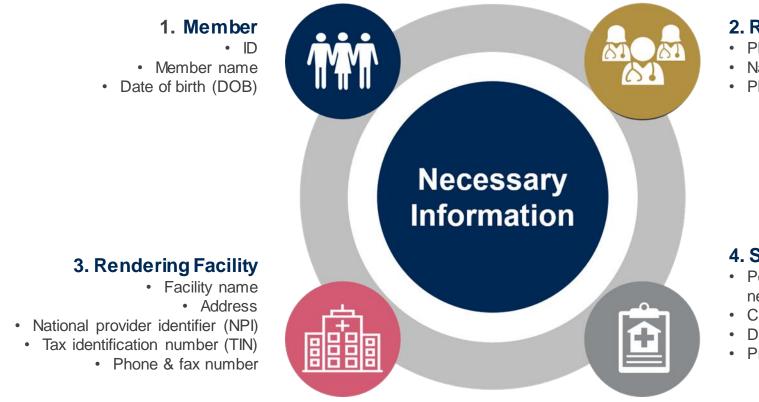
> Phone Number: 888-564-5492 Monday – Friday, 7AM – 7PM Fax Number: 800-540-2406

(go to <u>www.eviCore.com</u> to access clinical worksheets for fax submissions)



Keys to Successful Prior Authorizations

To obtain prior authorization the provider submitting the request will need to provide the below information:



2. Referring (Ordering) Physician

- Physician name
- National provider identifier (NPI)
- Phone & fax number

4. Supporting Clinical

- Pertinent clinical information to substantiate medical necessity for the requested service
- CPT/HCPCS code(s)
- Diagnosis code(s)
- · Previous test results

Insufficient Clinical – Additional Documentation Needed

Additional Documentation to Support Medical Necessity

If all required pieces of documentation are not received, or are insufficient for eviCore to reach a determination, the following will occur:

A Hold Letter will be faxed to the Requesting Provider asking for additional documentation The Provider must submit the additional information to eviCore

eviCore will review the additional documentation and reach a determination

Requested information must be received within the timeframe as specified in the Hold Letter.

Prior Authorization Outcomes & Special Considerations

Prior Authorization Approval

Approved Requests

Authorizations are valid for 60 calendar days from the date of the final determination (during the COVID pandemic period, authorizations will be valid for 180 days)

- Authorization letters will be faxed to the ordering physician & rendering facility
- When initiating a case on the web you can receive e-notifications when a determination is made if you provide an email address
- Members will receive a letter by mail
- Approval information can be printed on demand from the eviCore portal: <u>www.eviCore.com</u>

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innovative solutions	nealthcare

Dear Mr. Smith

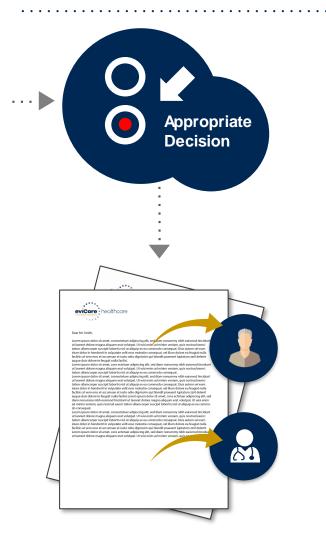
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When a Request is Determined as Inappropriate



Based on evidence-based guidelines, request is determined as inappropriate

A denial letter with the rationale for the decision and the appeal rights will be issued to both the provider and member

Special Circumstances

Retrospective (Retro) Authorization Requests

- Must be submitted
 - Within 730 calendar days from the date of service for Commercial cases
 - Retro requests submitted beyond this timeframe will be administratively denied
 - Reviewed for <u>clinical urgency</u> and <u>medical necessity</u>
 - Retro requests are processed within 30 calendar days after receipt of all necessary clinical information
 - When authorized, the start date will be the submitted date of service

Urgent Prior Authorization Requests

- eviCore uses the NCQA/URAC definition of **urgent**: when a delay in decision-making may seriously jeopardize the life or health of the member
- Reviewed for clinical urgency and medical necessity
- Can be initiated on NaviNet or by phone
- Urgent request will be reviewed within:
 - 24 hours not to exceed 72 hours of the request (after receipt of all necessary clinical information) for Commercial cases



Special Circumstances cont.

Alternative Recommendation

- An alternative recommendation may be offered, based on eviCore's evidencebased clinical guidelines
- The ordering provider can either accept the alternative recommendation or request a reconsideration for the original request
- Providers have up to 14 calendar days to contact eviCore to accept the alternative recommendation; hardcoded for all clients

Authorization Update

- If updates are needed on an existing authorization, you can contact eviCore by phone at 888-564-5492
- If the authorization is not updated and a different facility location or CPT code is submitted on the claim, it may result in a claim denial



Reconsideration Options

Post-Decision Options: Commercial Members

My case has been denied. What's next?

Your determination letter is the best and fastest source for accessing information to assess what options exist on a case that has been denied. You can also call us at 888-564-5492 to speak to an agent who can provide available option(s) and instruction on how to proceed.

Reconsiderations

- Providers and/or staff can request a reconsideration review
- Reconsiderations requested within 180 calendar days after the determination date will be accepted without formal appeal. Untimely reconsideration requests will be treated as first level appeals
- Reconsiderations can be requested in writing or verbally via a Clinical Consultation with an eviCore physician

Appeals

- eviCore will process first-level appeals
- Appeal requests must be submitted to eviCore within 180 calendar days days from the initial determination
- Appeal requests can be submitted in writing or verbally via a Clinical Consultation with an eviCore physician
- All clinical information and the prior authorization request will be reviewed by a physician other than the physician who made the initial determination
- A written notice of the appeal decision will be mailed to the member and faxed to the ordering provider

Provider Portal Overview

o NantHealth	NaviNet" workflows 🛩 health	PLANS 🔻		Ę	Г <u></u> Ф (?) (2)
Highmark Blue Cross Blue Shield					
Workflows for this Plan	Welcop Function		SHIGH	MARK. 💁 🕅	In the
Auth Inquiry and Reports					SPOTLIGHT
Authorization Submission	Auth Submission		AUDIENCE	DATE POSTED	
Case Management Referral and Inquiry Claim Status Inquiry	Facility Authorization Submission Behavioral Health Home Care/Hospice	D-19 IN-NETWORK INPATIENT COST SHARE	ALL	4/30/2021	EXTENDED THROUGH DECEMBER 2021: COVID-19 IN-NETWORK INPATIENT COST SHARE WAIVERS
Claim Investigation Inquiry Claim Submission	PreService Review for Out Of Area Members Referral/Authorization Log	LABLE	ALL	4/30/2021	
Estimate Submission	HOME HEALTH TIMEOUT NOTIFICATION		ALL	4/21/2021	EXTENDED THROUGH
Diagnosis Code Inquiry Procedure Code Inquiry Network Provider Inquiry	EXTENDED THROUGH DECEMBER 2021: MED	DICARE SEQUESTRATION TEMPORARY PAYMENT	ALL	4/15/2021	DECEMBER 2021: MEDICARE SEQUESTRATION TEMPORARY PAYMENT INCREASE
Network Facility Inquiry Provider Information	NAVINET SYTSTEM UNAVAILABLE APRIL 16-	<u>17, 2021</u>	ALL	4/14/2021	
AR Management	HIGHMARK'S APRIL CODING KNOWLEDGE C	OLLEGE WEBINAR	PROFESSIONAL	4/7/2021	
BlueExchange® (Out-of-Area) >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	PROVIDER PATHWAYS PROGRAM METRICS E	NHANCEMENTS EFFECTIVE JUNE 1, 2021	PROFESSIONAL	3/31/2021	
Claims Dashboard COB Questionnaire	When news items are removed from this Center.	page, they will remain on the Plan Central L	ibrary page on t	he Provider Resource	
Provider Facing Analytics		ue Cross and Blue Shield Association. Highmark Blue Cross Blue Shield s of the Blue Cross and Blue Shield Association. Highmark is a registered m			

Inc. NaviNet, Inc. is an independent company that provides a secure, web-based portal between providers and health care insurance plans.

o NantHealth" NaviNet"	^
Highmark Blue Cross Blue Shield Auth Submission Billing Provider Selection Form	
Please select a Referred from Billing Provider:	
Referred From Billing Provider:	
Select appropriate referred from provider name from dropdown.	
Then click Submit	
Submit Save	

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o NantHealth [∗] NaviNet [∗]			••••••
Highmark Blue Cross Blue Shield Auth Submission Sele	ction Form		
HIGHMARK. 🔩 🕅	Selection Fo	rm	
Step 1. Please select a Referred from Se	rvice Provider and enter the Proposed Date of Serv	ice (both are required):	
Service P		✓]	
Proposed Date of	Service: 5/4/21 2		
Step 2. For faster results, enter Member	ID with Date of Birth and/or Member First Name:		
Mer	iber ID:	Member Date of Birth:	
Member Firs	t Name:	Member Last Name:]
Step 3. Please select a Category and the			
	ry: Advanced and Cardiac Imagin	Service: Request	~
4	Add Category/Ser	rvice	
	Category and Services Added:		
	Category	Service	



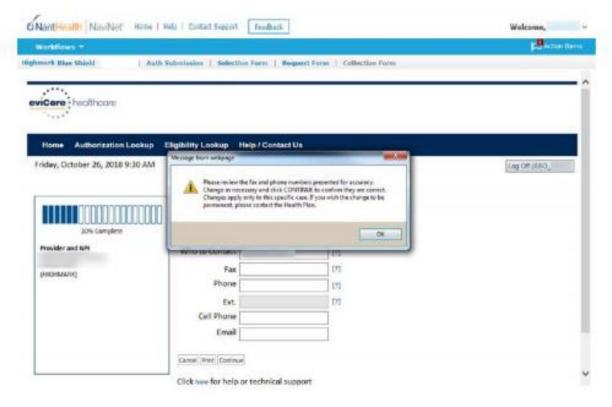
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NantHealth' NaviNet'	
Highmark Blue Cross Blue Shield Auth Submission Selection Form Request Form	
Patient Last Name: Patient First Name:	F
Group #:	
Member ID #:	
Service Details:	
Requested Service: Advanced and Cardiac Imaging - Request Proposed Date of Service: 05/04/2021	
Referred To Provider:	
Please enter a provider ID, search for a provider, or select a preferred provider from the dropdown.	
Billing Provider: Preferred Providers	
Select a Referred Description:	
to Provider OR Service Provider.	
Facility Optional Search Optional Search	
Add Preferred Provider:	
Referred To Facility: (1) While an authorization request may be approved for medical necessity, such approval does not mean that the service will be processed as an In-Network benefit.	
Please enter a facility ID, search for a facility, or select a preferred facility from the dropdown.	
Facility: Optional Search	
Description:	
Add Preferred Facility:	
Please is forder	
Diagnosis Codes: You may enter or search for up to 3 diagnosis codes. To add an additional diagnosis code, click the "Add Diagnosis Code" button.	
Diagnosis Code: Optional Search Description:	
Add Diagnosis Code	
Add Diagnosis Code	
View Details	
Referred From Provider Information: Billing Provider Name:	
Address: Service Provider:	
Contact Name: 4 Contact Phone: 5	
Comments:	
History/Symptoms:	
Diagnostic Testing:	
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Treatment Plan:	
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Discharge Plan:	
Discharge Phili.	
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An authorization means that the requested service has been determined to be medically percessiv and/or appropriate. It does not mean that the requested service is severed under the	
An authorization means that the requested service has been determined to be medically necessary and/or appropriate. It does not mean that the requested service is covered under the member's benefit plan. Payment is contingent upon benefit coverage for the services rendered and eligibility of the patient.	
Go to top	
6	
Submit Save View Referral/Auth	
·	

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SSO - HMK NaviNet to eviCore slides

Single-Sign On for Highmark Providers / NaviNet



Member & Request Information

Add Your Contact Info		
Provider's Name:*	11.100 Percent	[?]
Who to Contact:*		[<u>?</u>]
Fax:*		[?]
Phone:*	1995 (1997 1998)	[<u>?</u>]
Ext.:		[<u>?</u>]
Cell Phone:		
Email:	j.	
BACK C	ONTINUE	
Click here for help		

Verify the accuracy of the contact information – this information populates based on the health plan provider data for the NPI number of the ordering practitioner

Requested Service + Diagnosis This procedure has not been performed. CHANGE	Enter the CPT and ICD10 codes – you will be able to enter multiple CPT codes
Radiology Procedures	
Select a Primary Procedure by CPT Code[?] or Description[?] 73721 • MRI LOWER EXTREMITY JOINT W/O Don't see your procedure code or type of service? <u>Click here</u> Diagnosis	▼
-	
Select a Primary Diagnosis Code (Lookup by Code or Descripti LOOKUP Trouble selecting diagnosis code? Please follow <u>these steps</u>	ion)
Select a Secondary Diagnosis Code (Lookup by Code or Descri Secondary diagnosis is optional for Radiology	iption)

Verify Service Selection

Requested Service + Diagnosis

CONTINUE

Confirm your service selection.

Procedure Date:TBDCPT Code:73721Description:MRI LOWER EXTREMITY JOINT W/OPrimary Diagnosis Code:R68.89Primary Diagnosis:Other general symptoms and signsSecondary Diagnosis:Other general symptoms and signsSecondary Diagnosis:Secondary Diagnosis:Change Procedure or Primary DiagnosisSecondary Diagnosis

Click here for help

BACK

- Verify requested service & diagnosis
- Edit any information if needed by selecting Change Procedure or Primary Diagnosis
- Click continue to confirm your selection

Site Selection

Start by searching NPI or TIN for the site where the procedure will be performed. You can search by any fields listed. Searching with NPI, TIN, and zip code is the most efficient.

Add Sit	e of Service			
		earch by NPI or TIN. Other search options are by name plus zip or te names that most closely match your entry.	r name plus city. You may search a partial site name	e by
NPI:	Zip Code:	Site Name:		
TIN:	City:		• Exact match	
			 Starts with 	
			LOOKUP SIT	Ξ

Select the specific site where the testing/treatment will be performed.

Clinical Certification

Proceed to Clinical Information

You are about to enter the clinical information collection phase of the authorization process.

Once you have clicked "Continue," you will not be able to edit the Provider, Patient, or Service information entered in the previous steps. Please be sure that all I his data has been entered correctly before continuing.

In order to ensure prompt attention to your on-line request, be sure to click SUBMIT CASE before exiting the system. This final step in the on-line process is required even if you will be submitting additional information at a later time. Failure to formally submit your request by clicking the SUBMIT CASE button will cause the case record to expire with no additional correspondence from eviCore.



- Verify that all information is entered and make any changes needed
- You will not have the opportunity to make changes after this point

Standard or Urgent Request?

- If your request is urgent select No
- When a request is submitted as Urgent, you will be <u>required</u> to upload relevant clinical information
- If the case is standard select Yes
- You can upload up to FIVE documents in .doc, .docx, or .pdf format
- Your case will only be considered Urgent if there is a successful upload



Requesting Multiple CPT Codes

After you determine if the case is urgent or standard, you will be asked about additional procedures. Select YES if you want to add multiple CPT codes.

Clinical Certification	Clinical Certification
Will there be any additional procedures needing prior authorization for the same patient, date of service, and site of service? OYes ONo	Please enter the additional procedure code 70552 SUBMET
Cancel Print Click here for help or technical support	Cancel Print Click here for help or technical support

- Select YES to add Additional CPT codes.
- Enter one CPT at a time and select SUBMIT after each one.

Requesting Multiple CPT Codes

Clinical Certification
PROCEDURE CODE: 71447 WAS NOT ADDED TO THIS REQUEST
The medical discipline for this procedure requires a separate request.
Would you like to request an additional procedure code? OYes ONo
SUBMET
Cancel Print

If the CPT code does not pass validation, an onscreen message will inform you that the code is either out of scope, has been requested already, or requires the creation of a separate authorization After successful completion, an onscreen message will display: "Each of your requested procedure codes has been added to this authorization

	odes has been added to this authorization. les associated to this request via "Authorization Lookup" on the web.
Finish Later Did you know? You can save a certification request to finish later.	You will not be able to save your request and 'finish later' when you are logged in via the SSO/NaviNet
Carcel Print Click here for help or technical su	pport
Sele	REFUL cting CANCEL will not save or submit any ne info you've just entered.

Requesting Multiple CPT Codes

BEGINNING OF CLINICAL QUESTIONAIRE FOR 70549 (MRA NECK W & W/O CONTRAST). Please click subm	it.
Proceed	

The clinical portion of the pathway will address each procedure requested individually.

Clinical Certification

Is this request to evaluate suspicion of cancer, screening for cancer, active evaluation or monitoring of known cancer?
Yes ONo

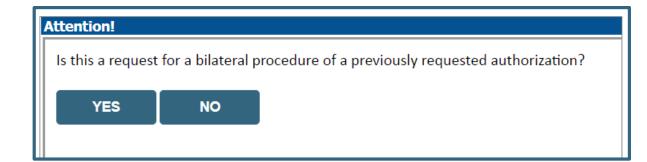
SUBMET

SUBMET

Desider.		Contract		
Provider Name:		Contact:		
Provider		Phone		
Address:		Number:		
		Fax Number		
Patient Name Insurance		Patient Id:		
Carrier:				
Site Name:		Site ID:	F54507	DT CODE
Site Address:		orv	with all C	
an Animary Diagnosis	<u>of Sun</u> ^{200.00}	Description:	F54507 With all C Encounter for general adu medical examination with abnormal findings	
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Code: Secondary Diagnosis Code: Date of	Not provided	Description:	medical examination with	out
Code: Secondary Diagnosis Code: Date of Service: CPT Code:	Not provided	Description:	medical examination with abnormal findings	out
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Code: Secondary Diagnosis Code: Date of Service: CPT Code: Case Number: Review Date: Expiration	Not provided 70549	Description: Description:	medical examination with abnormal findings MRA NECK W & W/O CONTR urther medical review for th	tAST

Clinical Certification

Proceed to Clinical Information – Survey Questions



Clinical Certification questions populate based upon the ٠ information provided – see <u>www.eviCore.com</u> to access the Clinical Worksheets

MRI Abdomen and Pelvis Imaging Request

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For NON-URGENT requests, please fax this completed document along with medical records, imaging, tests, etc. If there are any inconsistencies with the medical office records, please elaborate in the comment section. Failure to eviCore healthcare provide all relevant information may delay the determination. Phone and fax numbers can be found on eviCore.com under the Guidelines and Fax Forms section. You may also log into the provider portal located on the site to submit an authorization request. URGENT (same day) REQUESTS MUST BE SUBMITTED BY PHONE.

5	First Name:	Midd	le Initial: Last Name:		
	DOB (mm/dd/yyyy):				
	Street Address:		1. Date of most recent office visit or other contact with physician:		Don't Know
	City:		2. Type of most recent documented contact with physician?		
	Home Phone:		Hospital Phone call with office staff		
•	Health Plan:		Office visit		
	First Name:		Email Don't Know		
	Primary Specialty:		O Other:		
	Physician Phone: Address:		3. Is there a reason to avoid CT contrast (allergy to contrast material Yes Yes) No	Don't Know
	City:		4. Is a lipoma suspected? Ves) No	ODon't Know
	Office Contact:		5. Are there unclear findings on previous ultrasound? Ves) No	Don't Know
<u></u>	Contact Email:	Б С	6. Is there a current pregnancy? Yes) No	Don't Know
	First Name:	lati	7. Is this for right lower quadrant pain with associated fever? Yes) No	Don't Know
	Group/Site Name:	L L	8. Is this to evaluate for causes of hematura?) No	ODon't Know
	Primary Specialty:	Clinical Information	9. Is pain present? Yes) No	Don't Know
	Site Phone:	cal	10. Are there unclear findings in previous CT-Abdomen imaging? Ves) No	Don't Know
:	Address:	in	11. Is this for right upper quadrant pain associated with fever? Ves) No	ODon't Know
	City:	0	12. Is jaundice present? Ves) No	Don't Know
	Check all MRI Abc		13. Is the AFP elevated? Ves) No	Don't Know
	applicable MRI CPT Codes:		14. Is the study to evaluate liver lesion? O Yes) No	ODon't Know
			15. Are there unclear findings in previous CT-Pelvic imaging? O Yes) No	Don't Know
	Diagnosis, if known or rule out:		16. Is this for pre or post surgery? Yes) No	ODon't Know
0	ICD-10 Codes: Date of last visit:		17. Is a UAE planned? (Uterine Artery Embolization is an invasive procedure to treat fibroids)) No	Don't Know
	ENTIALITY NOTICE: This fax transmission		18. Has a UAE been completed within the last 6 months? O Yes) No	ODon't Know
ame	ns such as the Health Insurance Portability d above. If you are not the intended recipie		19. Is abnormal uterine or vaginal bleeding present? O Yes) No	Don't Know
ved	re, copying, distribution or use of any of the this transmission in error, please immediat any manner.		20. Has there been a period of conservative treatment (Birth Ores Ves O) No	ODon't Know

eviCore healthcare I www.eviCore.com 1400 buckwatter made biot • button, SC • 23910 1000.924

Clinical Certification

Enhanced Process

- Clinical survey questions may populate based upon the information provided. *However...*
- For <u>some</u> cardiology and radiology cases, the experience may be different due to enhancements we are making in the system.
- We have been able to <u>replace</u> clinical surveys with a new faster and streamlined process.
- These enhancements will reduce submission time and improve turnaround times.



Finalizing the Case Submission

Clinical Certification

I acknowledge that the clinical information submitted to support this authorization request is accurate and specific to this member, and that all information has been provided. I have no further information to provide at this time.

Print SUBMIT CASE

Click here for help or technical support

Acknowledge the Clinical Certification statements, and hit "Submit Case."

Next Step: Criteria not met

If criteria are not met based on clinical questions, you will receive a similar request for additional info:

Is there any additional information specific to the member's condition you would like to provide?

- I would like to upload a document after the survey
- I would like to enter additional notes in the space provided
- I would like to upload a document and enter additional notes
- I have no additional information to provide at this time

SUBMIT

Summary	/ of	Your	Request	
Janniary		1 Out	Request	

Please review the details of your request below and if everything looks correct click SUBMIT

Your case has been sent to 888-333-8641.	o clinical review. You will be notified via fax within 2 business day	s if additional clinical information is needed.	If you wish to speak with eviCore at anytime, please call 1-
Provider Name: Provider Address:	DR. BANKARTY MANNEL AND AND ADDRESS OF TAL LODG OT A AND TA MANNE (LODG), MAN TALAKI	Contact: Phone Number: Fax Number:	Lafar (1.11) Alan Pang (1.11) Alan Pang
Patient Name: Insurance Carrier:	MATCHINE AND A	Patient Id:	A073405
Site Name: Site Address:	COMMENT MADE AND ALL ALL ALL ALL ALL ALL ALL ALL ALL AL	Site ID:	MACON.
Primary Diagnosis Code: Secondary Diagnosis Code: Date of Service:	an .	Description: Description:	Recurrent pregnancy loss
Case Number: Case Number: Review Date: Expiration Date: Status:	5/13/2020 2:36:00 PM N/A Your case has been sent to clinical review. You will be notified via fa call 1-888-333-8641.	Description: x within 2 business days if additional clinical inform	OB Ultrasound ation is needed. If you wish to speak with eviCore at anytime, please

Tips:

- Upload clinical notes on the portal, to avoid any delays (e.g., by faxing)
- Enter additional notes in the space provided only when necessary
- Additional information uploaded to the case will be sent for clinical review
- Print-out a summary of the request that includes the case # and indicates 'Your case has been sent to clinical review'

Criteria Met: Real-time Approval

If your request is authorized during the initial submission, you can print the summary of the request for your records.

Your case has been Approv	Your case has been Approved.					
Provider Name: Provider Address:	DR. BHARATH MANU AKKARA VEETIL 1200-6TH AVE N SAINT CLOUD, MN 56303	Contact: Phone Number: Fax Number:	1.40a (1.600),2102-1123 (2.000),1000-1123			
Patient Name: Insurance Carrier:	KARCON VALUE. METLUCARE	Patient Id:	40734670			
Site Name: Site Address:	CLEMENTAL REPORT OF CLEAR CONTRACT OF CLEAR CONT	Site ID:	MMC1001			
Primary Diagnosis Code: Secondary Diagnosis Code:	R68.89	Description: Description:	Other general symptoms and signs			
Date of Service: CPT Code: Authorization Number:	Not provided 73721	Description:	MRI LOWER EXTREMITY JOINT W/			
Review Date: Expiration Date: Status:	5/13/2020 1:52:08 PM 6/27/2020 Your case has been Approved.					

Additional Provider Portal Features

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Authorization Lookup



- You can look-up authorization status on the portal
- Search by member information OR
- Search by authorization number with ordering NPI
- View and print any correspondence

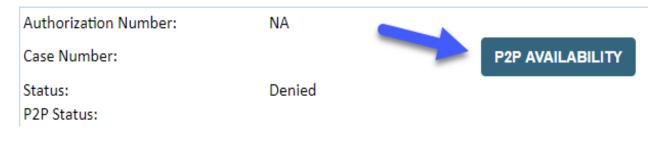
How to schedule a Peer to Peer Request

- Log into your account at <u>www.evicore.com</u>
- Perform Authorization Lookup to determine the status of your request.
- Click on the "P2P Availability" button to determine if your case is eligible for a Peer to Peer conversation:

 If your case is eligible for a Peer to Peer conversation, a link will display allowing you to proceed to scheduling without any additional messaging.

P2P AVAILABILITY Request Peer to Peer Consultation

Authorization Lookup



How to schedule a Peer to Peer Request

Pay attention to any messaging that displays. In some instances, a Peer to Peer conversation is allowed, but the case decision cannot be changed. When this happens, you can still request a Consultative Only Peer to Peer. You may also click on the "All Post Decision Options" button to learn what other action may be taken.

Authorization Lookup



Once the "Request Peer to Peer Consultation" link is selected, you will be transferred to our scheduling software via a new browser window.

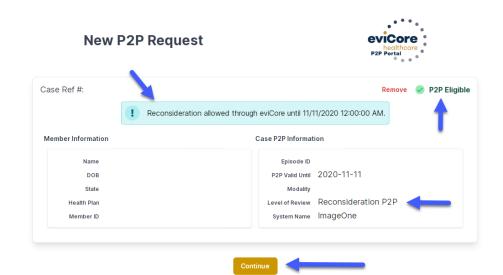
How to Schedule a Peer to Peer Request

Case Info Q	Questions	Schedule	Confirmation
New P2P Reques	st		evicore P2P Portal
Case Reference Number Member Date of Birth		vill auto-populate from pr	ior lookup
	+ Add Another C	Case	
			Lookup Cases >

Upon first login, you will be asked to confirm your default time zone.

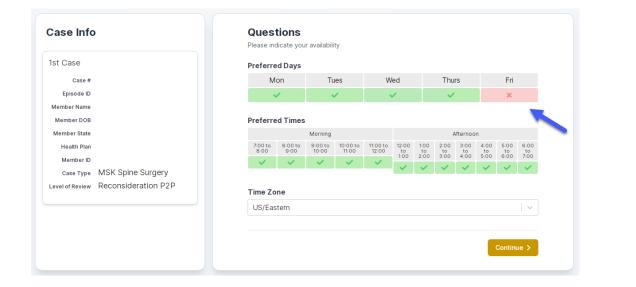
You will be presented with the Case Number and Member Date of Birth (DOB) for the case you just looked up.

You can add another case for the same Peer to Peer appointment request by selecting "Add Another Case" You will receive a confirmation screen with member and case information, including the Level of Review for the case in question. Click Continue to proceed.



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How to Schedule a Peer to Peer Request



You will be prompted to identify your preferred Days and Times for a Peer to Peer conversation. All opportunities will automatically present. Click on any green check mark to deselect the option and then click Continue. You will be prompted with a list of eviCore Physicians/Reviewers and appointment options per your availability. Select any of the listed appointment times to continue.

🗧 Prev Week	5/18/2020 - 5/24/2020 (Upcoming week)					
						1st Priority by S
Mon 5/18/20	Tue 5/19/20	Wed 5/20/20	Thu 5/21/20	Fri 5/22/20	Sat 5/23/20	Sun 5/24/20
6:15 pm EDT	-	-	-	-	-	-
6:30 pm EDT						
6:45 pm EDT	-					
ente printabil						
						1st Priority by S
	Tue 5/19/20	Wed 5/20/20	Thu 5/21/20	Fri 5/22/20	Sat 5/23/20	
	Tue 5/19/20 2:00 pm EDT	Wed 5/20/20 4:15 pm EDT	Thu 5/21/20 3:15 pm EDT	Fri 5/22/20 -	Sat 5/23/20 _	
Mon 5/18/20						Sun 5/24/20
Mon 5/18/20 3:30 pm EDT	2:00 pm EDT	4:15 pm EDT	3:15 pm EDT			Sun 5/24/20
Mon 5/18/20 3:30 pm EDT 3:45 pm EDT	2:00 pm EDT 2:15 pm EDT	4:15 pm EDT 4:30 pm EDT	3:15 pm EDT 3:30 pm EDT			1st Priority by S Sun 5/24/20 -

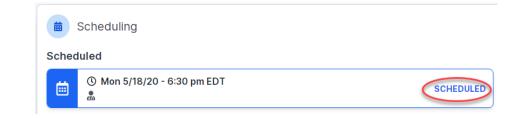
How to Schedule a Peer to Peer

Confirm Contact Details

 Contact Person Name and Email Address will auto-populate per your user credentials

Case Info	Questions	Schedule	Confirmation	
P2P Info	P2P Contact D	etails		
Date 🛗 Mon 5/18/20 Time ① 6:30 pm EDT teviewing Provider 🔹	Name of Provider Reque	sting P2P		
Case Info	Office Manager John D	be		
1st Case Case #	Contact Person Locatio	n ¢		1
Episode ID	Phone Number for P2P		Phone	Ext.
Member Name Member DOB	2 (555) 555-5555		12	345
Member State	Alternate Phone		Phone	Ext.
Health Plan	🥒 (XXX) XXX-XXXX		9 PI	none Ext.
Member ID саse туре MSK Spine Surgery	Requesting Provider Em	ail		
Level of Review Reconsideration P2P	droffice@internet.com			
	Contact Instructions			
	Select option 4, ask for	Dr. Doe	•	
				Submit >

- Be sure to update the following fields so that we can reach the right person for the Peer to Peer appointment:
 - Name of Provider Requesting P2P
 - Phone Number for P2P
 - Contact Instructions
- Click submit to schedule appointment. You will be presented with a summary page containing the details of your scheduled appointment.



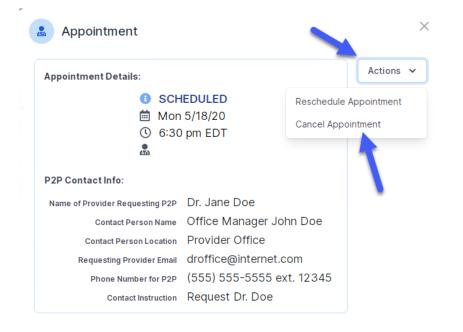
Canceling or Rescheduling a Peer to Peer Appointment

To cancel or reschedule an appointment

- Access the scheduling software per the instructions above
- Go to "My P2P Requests" on the left pane navigation
- Select the request you would like to modify from the list of available appointments
- Once opened, click on the schedule link. An appointment window will open
- Click on the Actions drop-down and choose the appropriate action

If choosing to reschedule, you will have the opportunity to select a new date or time as you did initially

If choosing to cancel, you will be prompted to input a cancellation reason



Close browser once done

Provider Resources

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Dedicated Call Center

Prior Authorization Call Center – 888-564-5492

Our call centers are open from 7 a.m. to 7 p.m. (local time). Providers can contact our call center to perform the following:

- Request Prior Authorization
- Check Status of existing authorization requests
- Discuss questions regarding authorizations and case decisions
- Change facility or CPT Code(s) on an existing case
- Request to speak to a clinical reviewer
- Schedule a clinical consultation with an eviCore Medical Director



Provider Resource Website

Provider Resource Pages

eviCore's Provider Experience team maintains provider resource pages that contain client- and solution-specific educational materials to assist providers and their staff on a daily basis. The provider resource page will include, but is not limited to, the following educational materials:

- Frequently Asked Questions
- Quick Reference Guides
- Provider Training
- CPT code list

To access these helpful resources, please visit <u>https://www.evicore.com/resources/healthplan/highmark</u>

Receive tips and stay updated eviCore's provider newsletter. Subscribe at <u>www.eviCore.com</u>. Just scroll down and add a valid email so that we can send you monthly updates.



Provider Resource Review Forums

The eviCore website contains multiple tools and resources to assist providers and their staff during the prior authorization process.

We invite you to attend a Provider Resource Review Forum, to navigate <u>www.eviCore.com</u> and understand all the resources available on the Provider's Hub. Learn how to access:

- eviCore's evidence-based clinical guidelines
- Clinical worksheets
- Check-status function of existing prior authorization
- Search for contact information
- Podcasts & Insights
- Training resources

How to register for a Provider Resource Review Forum?

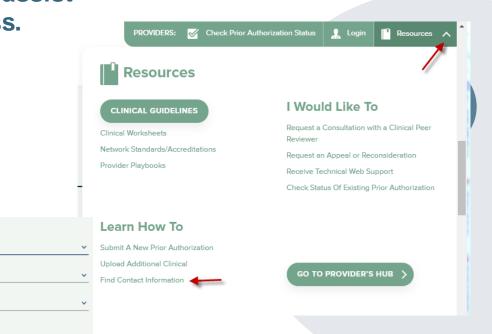
You can find a list of scheduled **Provider Resource Review Forums** on <u>www.eviCore.com</u> \rightarrow Provider's Hub \rightarrow Scroll down to eviCore Provider Orientation Session Registrations \rightarrow Upcoming

I want to learn how to...

Find Contact Informatio

Select a Health Plan.

START



Provider Engagement Team

Provider Engagement team

Regional team that on-boards providers for new solutions and provides continued support to the provider community. How can the provider engagement team help?

- Partner with the health plan to create a market-readiness strategy for a new and/or existing program
- Conduct onsite and WebEx provider-orientation sessions
- Provide education to supporting staff to improve overall experience and efficiency
- Create training materials
- Monitor and review metrics and overall activity
- · Conduct provider-outreach activities when opportunities for improvement have been identified
- Generate and review provider profile reports specific to a TIN or NPI
- Facilitate clinical discussions with ordering providers and eviCore medical directors

How to contact the Provider Engagement team?

You can find a list of Regional Provider Engagement Managers at <u>evicore.com</u> \rightarrow Provider's Hub \rightarrow Training Resources

Thank You!



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