

# PROVIDER QUICK POINTS

## PROVIDER INFORMATION



August 24, 2022

### **New Forms for Children’s Residential Treatment Admissions and Continued Stay Requests**

Two new PDF forms are now available to support the prior authorization request process for commercial and Federal Employee Program (FEP) members requesting Children’s Residential Treatment Facility admissions (CRT).

- Children’s Residential Initial Authorization Request Form
- Children’s Residential Concurrent Request Form

The new forms include sections for providers to document the clinical information necessary for approval of these levels of care, for both initial admissions and continued stay requests. To access these new forms:

- Visit [bluecrossmn.com/providers/forms-and-publications](https://bluecrossmn.com/providers/forms-and-publications)
- Select ‘forms – precertification/preauthorization/notification’ then find the relevant form

#### **Use of Availity® Provider Portal**

As a reminder, participating providers are required to use the Availity® Provider Portal to submit inpatient and outpatient prior authorization requests (*P27-19 Required Use of Authorization Portal to Submit Preservice Inpatient and Outpatient Prior Authorization and PAN Requests*). Attaching the new form to the request, along with the required records listed on the form, will expedite the clinical review process.

**Note:** If the patient will not be admitted or continued stay is no longer needed, we ask providers to withdraw the request from the Auth/Referral Dashboard in Availity (See *QP97-18 Withdraw Feature Available for Availity Authorizations* for more information).

#### **Products Impacted**

This information only applies to commercial and Federal Employee Program (FEP) lines of business.

#### **Questions?**

Please contact provider services at **(651) 662-5200** or **1-800-262-0820**.