

# Prior Authorization Guide

## How to Secure Prior Authorization



### Pre-Auth Needed Tool

Use the Pre-Auth Needed Tool on the website to quickly determine if a service or procedure requires prior authorization.

### Submit Prior Authorization Requests

If a service requires authorization, submit your request via one of the following ways:

#### Secure Web Portal

[trilliumohp.com/providers](http://trilliumohp.com/providers)

This is the preferred and fastest method.

After normal business hours and on holidays, calls are directed to the plan's 24-hour nurse advice line. Notification of authorization will be returned via phone, fax or web.

#### Phone

**1-877-600-5472**

#### FAX Medical

**1-844-371-7765**

#### Behavioral Health

**1-877-725-7751**

**See reverse side for a list of services that require prior authorization.**

#### Please note:

- All out-of-network services require prior authorization except emergency care, out-of-area urgent care and out-of-area dialysis.
- Failure to complete the required authorization or certification may result in a denied claim.

# Procedures Requiring Prior Authorization

The following list is not all-inclusive

Please visit [trilliumohp.com/providers](https://trilliumohp.com/providers)

and use the Pre-Auth Needed Tool to check if a specific service or procedure requires prior authorization.

## Out-of-Network Services

All out-of-network (non-par) services and providers require prior authorization, excluding emergency care, out-of-area urgent care, or out-of-area dialysis.

### Inpatient Admissions

All elective/scheduled admission notifications requested at least 5 days prior to the scheduled date of admissions including but not limited to:

- Inpatient admission (elective or scheduled)
- Acute Rehabilitation
- Behavioral Health/Substance Abuse
- Long Term Acute Care (LTAC)
- Skilled Nursing Facility (SNF)

### Outpatient Procedures/Services/Equipment

- Ambulance: Non emergent
- Behavioral health and substance abuse services
- Clinical trials: Notification
- Cosmetic procedures
- Drug testing for quantitative tests for drugs of abuse
- Durable medical equipment (DME)
- Experimental/investigational services and new technologies
- Gender reassignment services
- Genetic counseling/testing
- Home health services
- Infertility
- Maternity: Notification
- Observation stays greater than 48 hours
- Orthotics/prosthetics
- Outpatient Physical, Occupational and Speech Therapy services
- Pain management
- Radiation therapy
- Select Medicare Part B drugs
- Select radiology services
- Select surgeries
- Sleep studies
- Transplants
- Wound care

**Log in to our  
secure web portal**  
[trilliumohp.com/providers](https://trilliumohp.com/providers)