Hawaii Senior Medical Group

Phone: 888-239-6724 | Fax: 562-766-2001

REFERRAL AUTHORIZATION WORKSHEET

☐ **STANDARD** ☐ **RETRO** Service Date ___/___/___ ☐ **EXPEDITED/URGENT**

Date Submitted: ___/____/____ **Submitted By:** _____ (**Check Box & Sign Below Only if request is Urgent**)

PATIENT INFORMATION		
Name:	**DOB:**	
Member ID:	**Health Plan:**	
Address		
City	**State**	**Zip**

FEDERAL REGULATION 42 CFR 422.570 STATES:

Expedited requests are time sensitive situations where the standard time for issuing determinations could seriously jeopardize the life or health of the member or the member's ability to regain maximum function. Only a member, an authorized representative, or the member's physician may make such a request.

☐ **Physician** ☐ **Member** ☐ **Authorized Rep.**

SIGNATURE: _____

Patient Phone#: _____

Authorizing Provider/Referring Physician/Requested by Provider		
Name	**Specialty**	
NPI	**TIN**	
Phone	**Fax**	
Address		
City	**State**	**Zip**

Requested Provider/Performing Physician/Referring to Provider		
Name	**Specialty**	
NPI	**TIN**	
Phone	**Fax**	
Address		
City	**State**	**Zip**

Medical Information

CPT Codes (PLEASE SPECIFY QTY/UNITS)

	1	2	3	4	5
CPT CODE					
MODIFIER					
QUANTITY					

☐ **See attached notes (Please list all CPT Codes & Quantity)**

Facility Information (If applicable)

Facility: _____

NPI: _____ TIN: _____

_____
Street Address

_____
City State Zip

Place of Service: (Check One)

☐ Office ☐ Outpatient Hospital

☐ Home ☐ Inpatient Hospital

☐ Ambulatory Surgery Center ☐ Other: _____

ICD-10 Codes:

Primary ICD-10: _____

ICD10: _____ ICD10: _____

ICD10: _____ ICD10: _____

ICD10: _____ ICD10: _____

Clinical History & Findings:

Reason for referral: include symptoms, duration, findings on physical exam, lab or x-ray results, list of medications given.

☐ **See attached notes**

Provider Signature: _____

Fax completed form to the member's PCP. Responses will be computer generated and will include Tracking #. Authorizations expire 60 days from approval date. All claims must include Tracking #. Authorization does not guarantee payment. Payment pending verification of eligibility.