



## Episodic Authorization Request Form

**Please Note:** Authorization request must be submitted in the first 14 days of the episode.

Attn: myNEXUS Episodic Provider Team

**EPISODIC AUTHORIZATION REQUEST FORM**

**For Reauthorization and Add On-Skills for an Existing Authorization**

PLEASE FAX THIS FORM ALONG WITH REQUIRED INFORMATION TO: **844-438-6791**

*Please note:* If the member was hospitalized while receiving care under an authorization or has signed a NOMNC, a new authorization is required. For a new authorization, please use the "Initial Authorization Request" form.

Questions? Call **833-845-8684**

**FOR FASTER AUTHORIZATION PLEASE VISIT:**  
<https://portal.mynexuscare.com>

|  |  |  |           |                  |
|--|--|--|-----------|------------------|
| <b>Date of Request:</b>  | <b>Standard Request:</b> <input type="checkbox"/><br><br><b>Retro Request:</b> <input type="checkbox"/>  | <b>Urgent Request:</b> <input type="checkbox"/><br><b>Note: Urgent request should only be submitted if</b> waiting for a decision under the standard time frame could place the enrollee's <b>life, health, or ability to regain maximum function</b> in serious jeopardy. If member's condition does not meet this description and the authorization is submitted as an Urgent Request, delays in processing may occur. |           |                  |
| <b>Member Name:</b><br><br><b>DOB:</b><br><br><b>Member ID# (required):</b>  | <b>Agency:</b> _____<br><b>NPI (required):</b> _____<br><b>Requester Name:</b> _____<br><b>Phone:</b> _____<br><b>Request Requires Review per the Portal?</b> Yes    No    If Yes, please list reason below: |  |           |                  |
| <b>AUTHORIZATION NUMBER:</b><br><br><b>Start of Care Date:</b>   | <b>Able/willing/teachable caregiver?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No<br><b>If no, please explain:</b>   |  |           |                  |
| <b>Following/Plan of Care Physician/NP (required):</b> _____ <b>Phone:</b> _____ <b>Fax:</b> _____<br><b>NPI:</b> _____  |  |  |           |                  |
| <b>Diagnosis:</b>  | <b>Code</b>  | <b>Description</b>   |           |                  |
| Primary  |  |  |           |                  |
| Secondary  |  |  |           |                  |
| Tertiary   |  |  |           |                  |
| Quaternary   |  |  |           |                  |
| <b>HIPPS (required)</b>  |  |  |           |                  |
| <b>Residence:</b> <input type="checkbox"/> Independent Living <input type="checkbox"/> Long Term care <input type="checkbox"/> Other:<br><input type="checkbox"/> Assisted Living <input type="checkbox"/> Private   |  |  |           |                  |
| <b>Agency Recommendations/Request:</b>   |  |  |           |                  |
| <b>Discipline</b>  | <b># Visits</b>  | <b>From</b>  | <b>To</b> | <b>Frequency</b> |
|  |  |  |           |                  |
|  |  |  |           |                  |
|  |  |  |           |                  |
|  |  |  |           |                  |
| <b>REQUIRED CHECKLIST:</b> The 2 requirements listed below are required for the review process. Please submit this completed form along with the listed requirements. <ul style="list-style-type: none"> <li><input type="checkbox"/> <b>MD Home Healthcare signed order (Including signed verbal MD order)</b></li> <li><input type="checkbox"/> <b>Supporting Clinical Documentation: OASIS, Plan of Care, Visit Notes, any Evaluations completed and wound measurements from previous SN visits.</b></li> </ul> |  |  |           |                  |
| <b>Comments/ Notes:</b>  |  |  |           |                  |