



May 4, 2022

Web Announcement 2776

**Attention Provider Type 33 (Durable Medical Equipment, Prosthetics, Orthotics and Supplies):**

**Ordering and Pricing Documents for Durable Medical Equipment**

Follow-up to [Web Announcement 2629](#): This web announcement provides clarification of the below requirements to provide order forms and manufacturer's invoice with Durable Medical Equipment (DME) prior authorization forms.

- The unaltered complete order form specific to the manufacturer and the model of the items being requested.
- A copy of the equipment manufacturer's invoice for all appropriate items, codes without pricing, or when requested by Nevada Medicaid and Nevada Check Up.

The definition of an unaltered complete order form specific to the manufacturer means the documentation of the equipment the provider orders, the item, and what the manufacturer issues with each item or code. Altering any codes or item label is not allowed. For example: crossing off, omitting or whiting out information/data is not allowed. This does not include marking an order sheet for what is being ordered. The following examples are acceptable documentation, but not all-inclusive: order forms, pricing sheets, manuals, screenshots of manufacturer webpages, or emails/faxes etc. Acceptable documents would include manufacturer information, model numbers, Healthcare Common Procedure Coding System (HCPCS) codes, descriptions and so forth. If no other acceptable documents are obtainable with this information, the provider must include a statement justifying the reasoning to the fiscal agent.

The definition of a manufacturer's invoice for all appropriate items, codes without pricing, or when requested means a document provided by the manufacturer such as invoice or quote to the DME provider. This document would include what has been ordered, invoice date, item(s) cost or the Manufacturer Suggested Retail Price (MSRP) being charged to the DME provider, the ordering provider information, the recipient information, HCPCS code, etc. This document may not be altered.

Prior authorizations requiring order forms and/or manufacturer's invoices that are not provided or that are older than 6 months, altered, unbundled, incomplete or unclear without valid justification will be denied.