



January 23, 2012

Announcement 441

Tips and Training Regarding Your Clinical and Prior Authorization Requests

HP Enterprise Services (HPES) is working to process the backlog of faxed clinical and prior authorization (PA) requests.

By following the tips below, you can assist HPES in processing your requests quickly and reduce the need for HPES staff to contact you for missing information.

- Indicate your NPI and provider type(s) on your fax cover sheet.
- Please keep the total page count low by sending only the required documents.
- Use the PA forms located on this website at <http://www.medicaid.nv.gov/providers/forms/forms.aspx>.
- Please be sure the PA forms include the applicable diagnosis codes, CPT codes, date(s) of service and the recipient's Medicaid ID.

Training Opportunity: Virtual provider training on PAs is scheduled for February 8, 2012. Please register using the [2012 Provider Training Registration Form](#). Topics will include the PA submission process, searching for a PA and contact information when you have a question.