MEDICAL AUTHORIZATION USING INTERQUAL



September 2025

CLASS DESCRIPTION

This class covers the prior authorization (PA) submission for InterQual®-related procedures and provides resolutions to common errors within the InterQual® review. PAs related to behavioral health, dental, durable medical equipment (DME), Therapy (OT/PT/ST), pharmacy and waiver <u>are not</u> included.

Note: This webinar will *not* include Managed Care Organization (MCO) changes or Medicaid Expansion. For more information, click on the banner from the <u>homepage</u>.

Recommended Audience: Providers who submit PAs related to surgeries, procedures and high-tech imaging.

DISCLAIMER

SoonerCare policy is subject to change.

• The information included in this presentation is current as of April 2021.

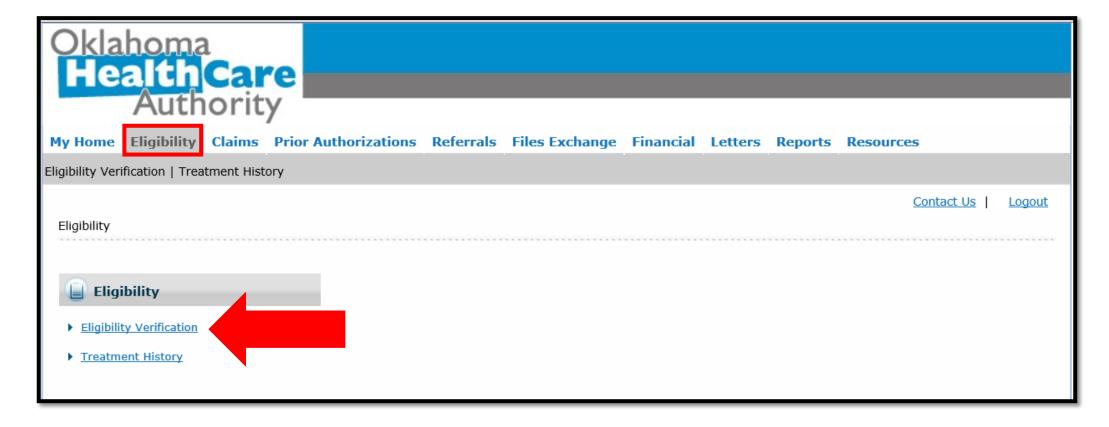
• Current information can be found on the OHCA public website: www.Oklahoma.gov/ohca

AGENDA

- Verification
 - Eligibility Verification
 - Treatment History
 - Fee Schedule
- Prior Authorizations
 - PA Submission
 - InterQual® Review
- Reminders
- Resources
- Questions

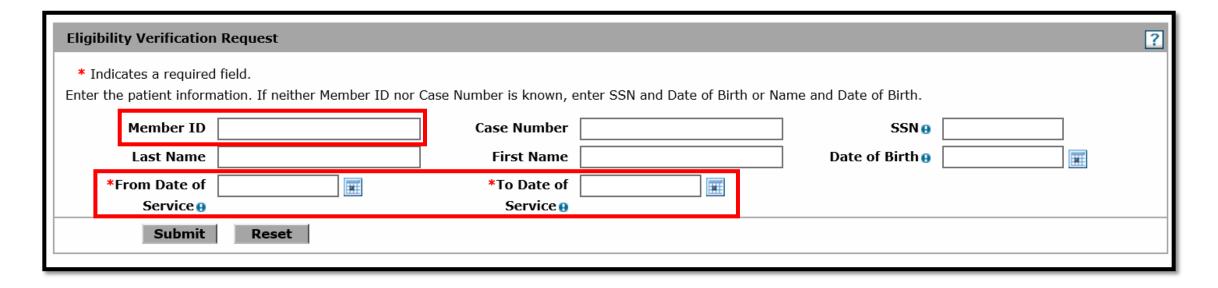
VERIFICATION

ELIGIBILITY VERIFICATION



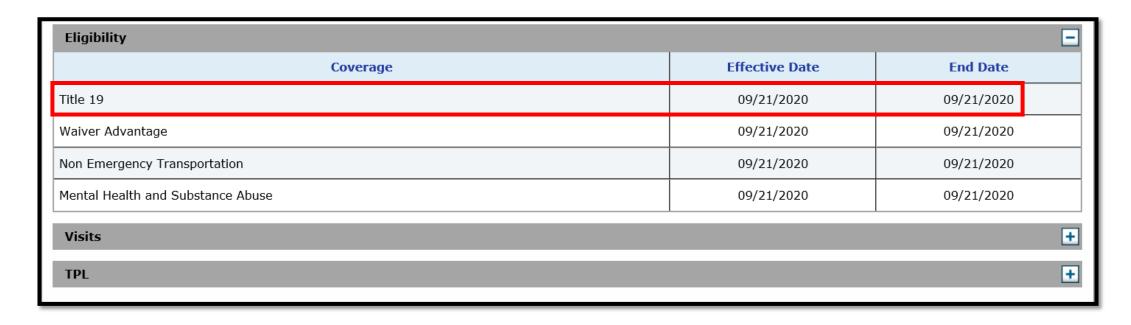
Select Eligibility Verification to verify member eligibility.

ELIGIBILITY VERIFICATION



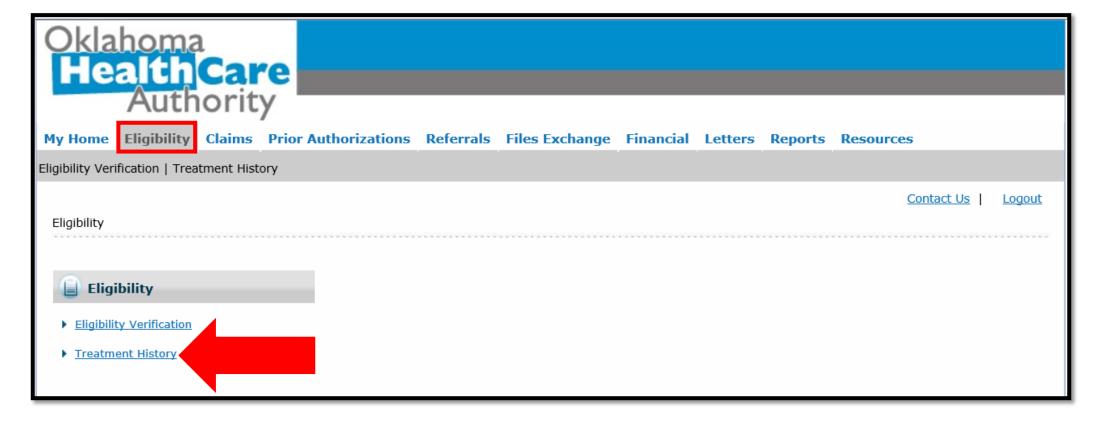
- Enter the SoonerCare Member ID.
- Enter the From Date and To Date of Service.

ELIGIBILITY VERIFICATION



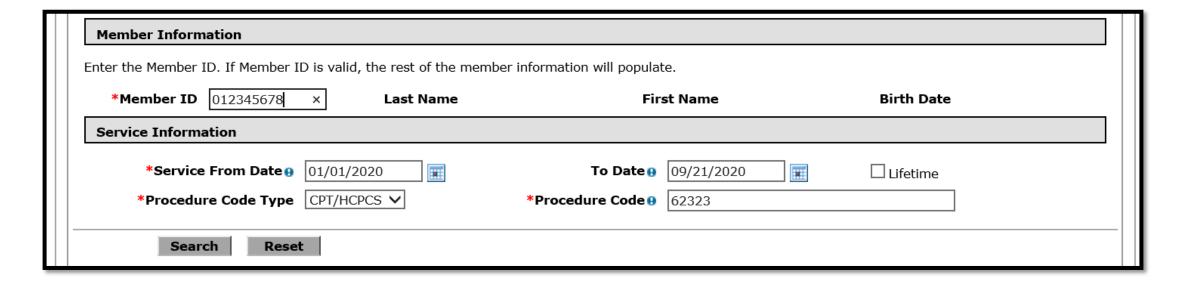
Eligibility must show Title 19 for active benefits.

TREATMENT HISTORY



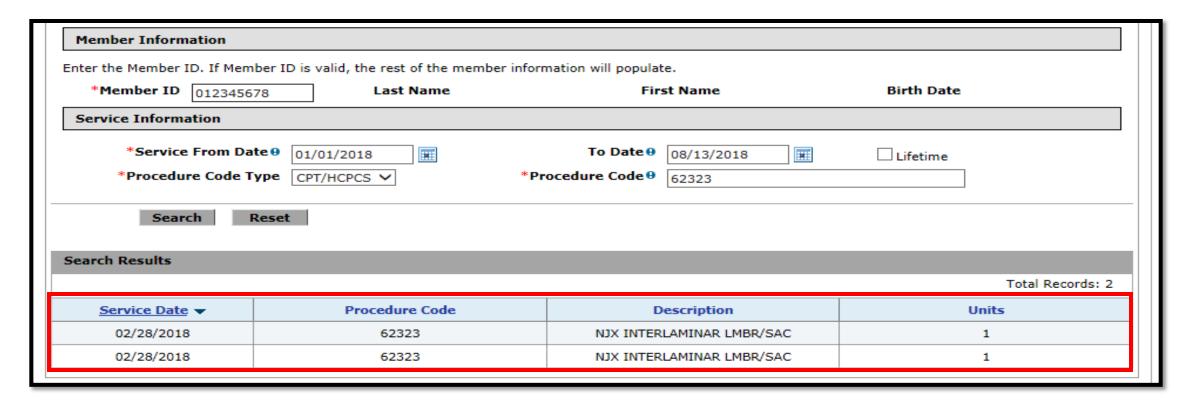
Select Treatment History under the Eligibility tab.

TREATMENT HISTORY



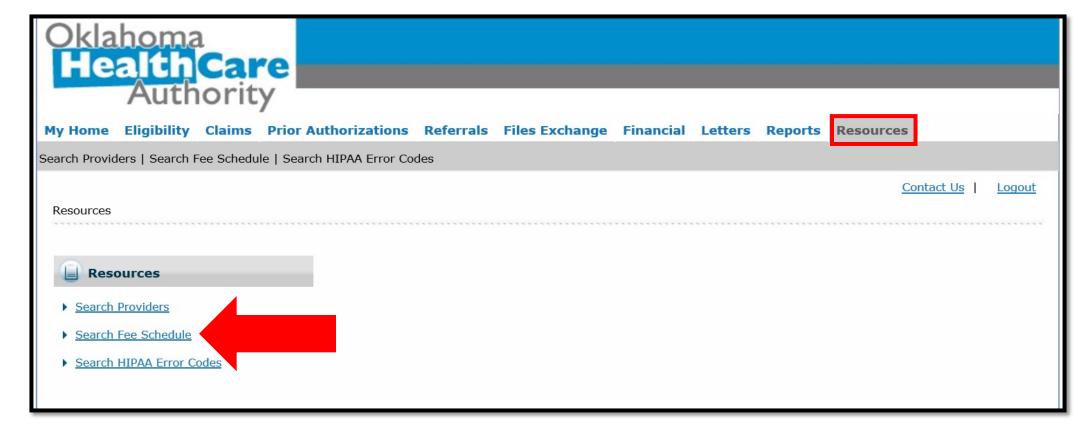
- Member ID Enter the SoonerCare Member ID.
- Service From and To Date Enter the dates of service.
- Procedure Code Type Select CPT/HCPCS or Revenue.
- Procedure Code Enter the procedure code.

TREATMENT HISTORY



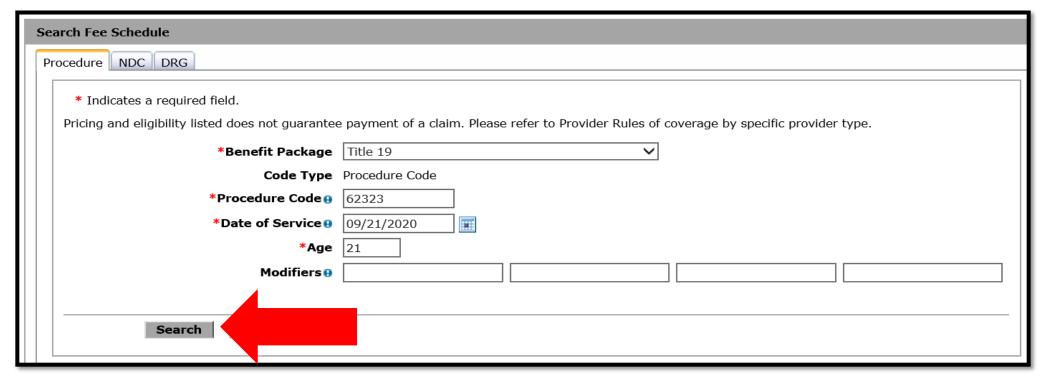
Search Results will reflect the date when services were rendered and how many units were billed.

FEE SCHEDULE



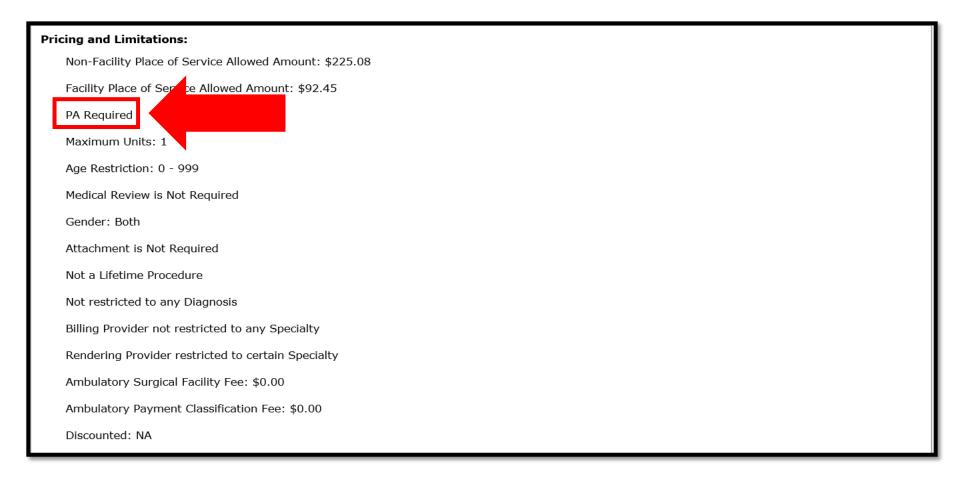
Select Search Fee Schedule under the Resources tab.

FEE SCHEDULE



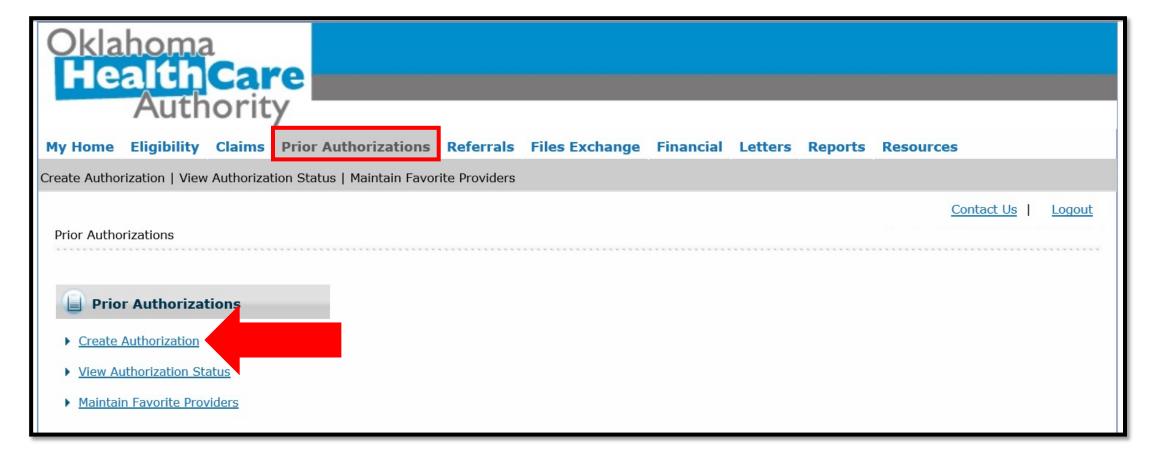
- Procedure Code Enter the procedure code.
- Date of Service Enter the date of service.
- Age Enter the age of the member.
- Modifiers Used for pricing of procedures.

FEE SCHEDULE

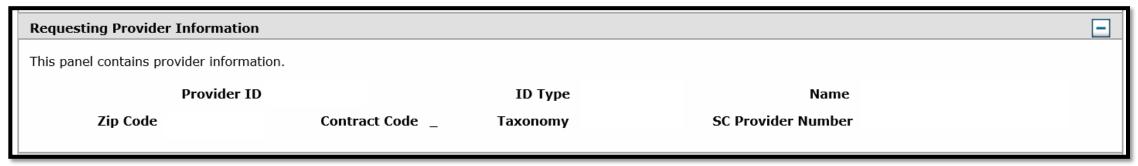


Search Results will show if a PA is required.

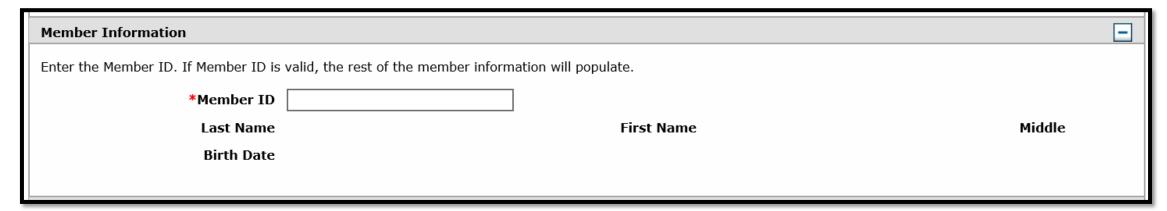
PRIOR AUTHORIZATIONS



Select Create Authorization under the Prior Authorizations tab.



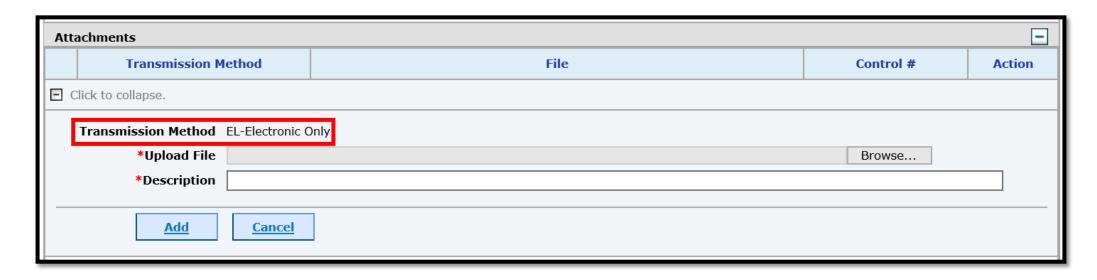
Requesting Provider Information – This will automatically populate the provider logged in.



Member Information - Enter the SoonerCare Member ID.

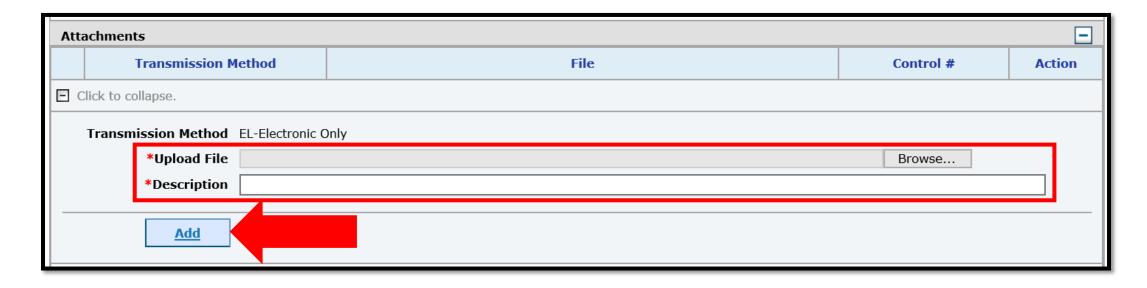
Service Provider Information	
Service Provider may be required depending on the type of Assignment Compacted. To use Number. To use an existing Service Provider and have the fields automore clip previously saved to the favorites list using the Select from Favorites disprovider is required, the servicing provider cannot be a group, clinic or PlassonerCare Provider Number. To use an existing Service Provider and have from Favorites dropdown. To add a new provider to the favorites list, click the	Provider, enter either a valid NPI or SoonerCare Provider Provider same as Requesting Provider checkbox or select a provider to the favorites list, click the Add to Favorites checkbox. Service denied. To use a new service provider, enter either a valid NPI or ate select a provider previously saved to the favorites list using the Select checkbox.
Service Provider same as Requesting Provider	
Select from Favorites	V
Provider ID ID V	me _ Add to Favorites
Zip Code 9 Contract Code V	SC Provider Number

Service Provider Information is only required for durable medical supplies/equipment/appliances, prosthetics, orthotics, home health, hospice, specialized nursing and vision care services. All other types leave blank.

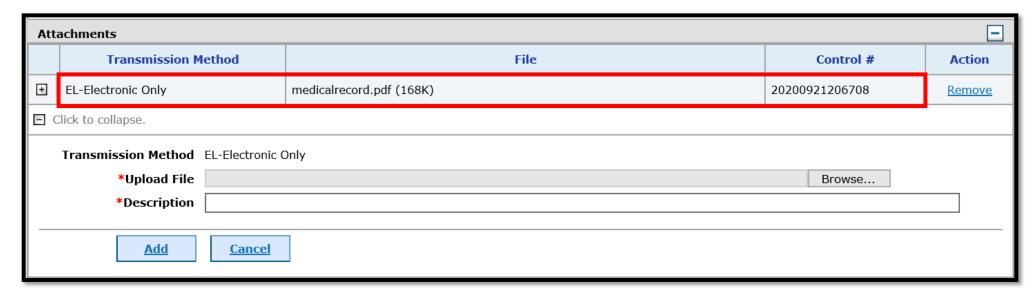


Transmission Method: EL = Electronic Only

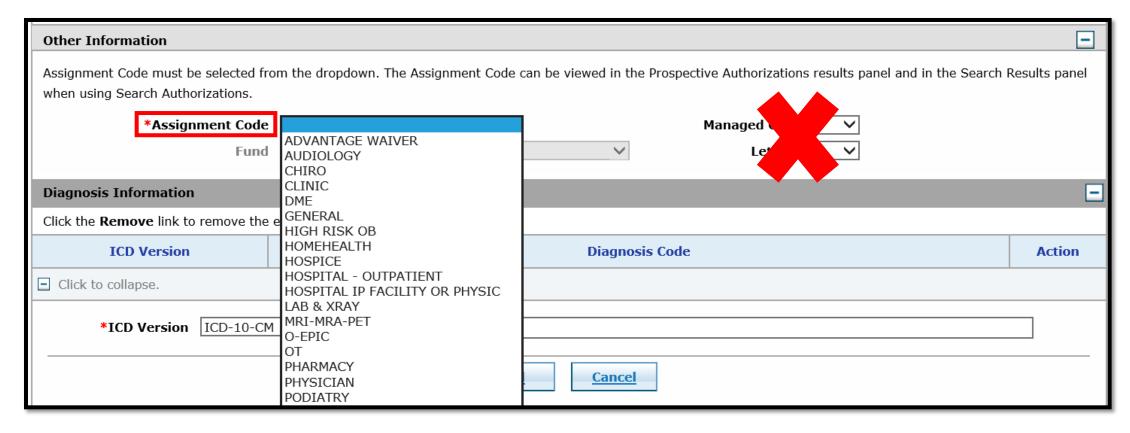
- Accepted file types: JPG, PDF, TIF, XPS
- Up to 10 MB
- Only the first line item requires attached documents



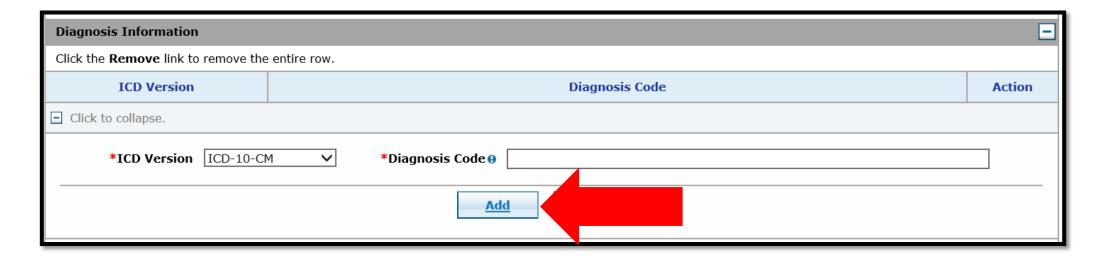
- Upload File Select Browse to locate the attachments.
- Description Enter a brief description of the documentation. Click Add.



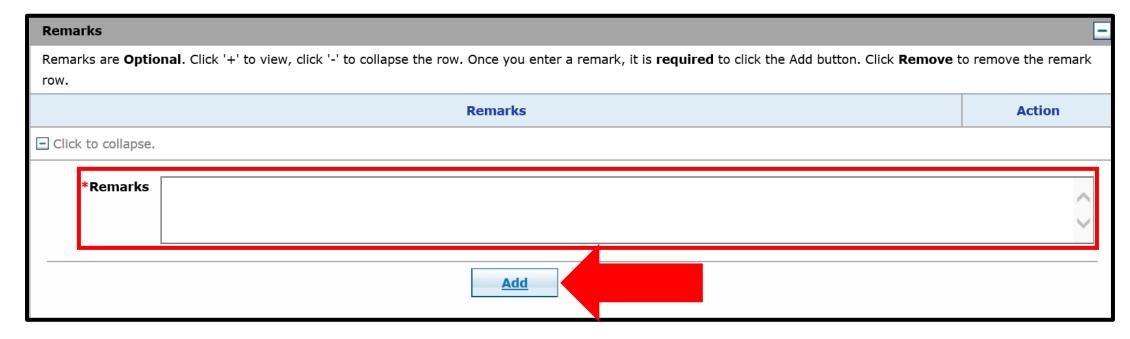
- The transmission method, file and control number will reflect if the documentation is successfully attached to the PA line item.
- The system will populate another blank section if additional documents need to be added.



- Assignment Code Select the appropriate assignment code.
- Managed Care, Fund, Letter Leave blank.



Diagnosis Code – Enter the primary diagnosis code without the decimal point, then click Add.



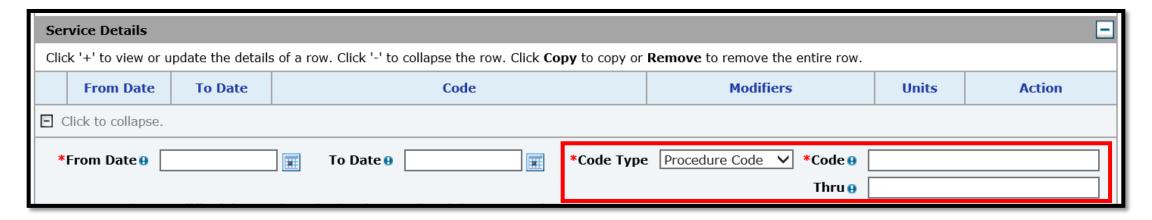
Remarks (optional) – Enter a contact name and telephone number of the person submitting the PA request. For items listed as miscellaneous, enter the line item and description in the remark field. Select Add.



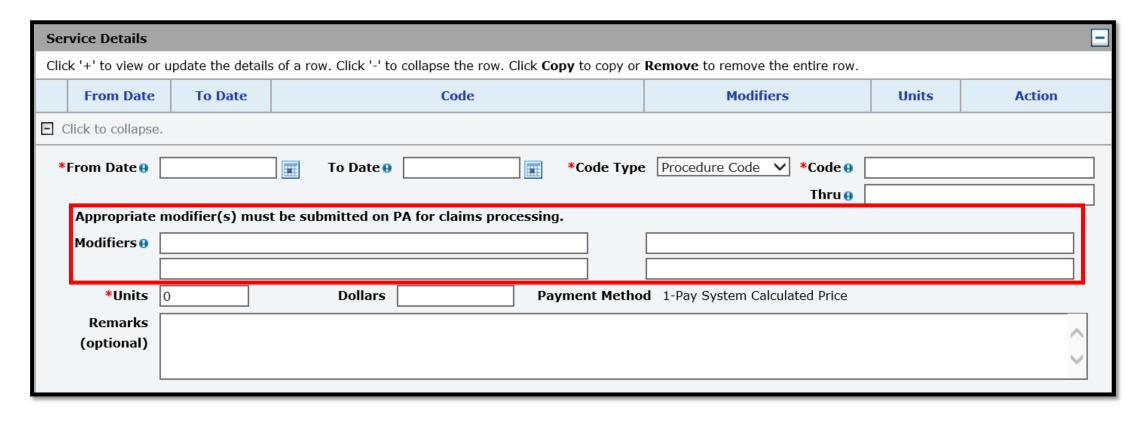
From Date and To Date – Enter the date range.

- Therapy No Retro
- Imaging MRA, MRI, CT, PET 3-day retro**
- All others 5 days retro

**from the initial date of service



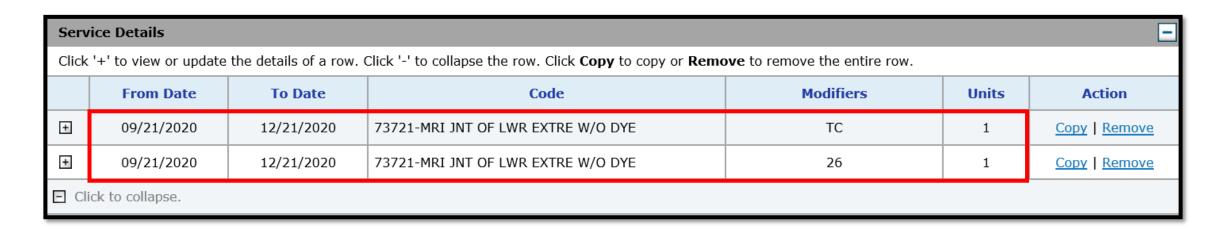
- Code Type Select Procedure Code or Revenue.
- Code Enter the procedure code.
- Thru Code Currently only allowed for certain medical supplies/equipment/appliances. Do not use thru codes therapy, imaging, surgery or other medical procedures.



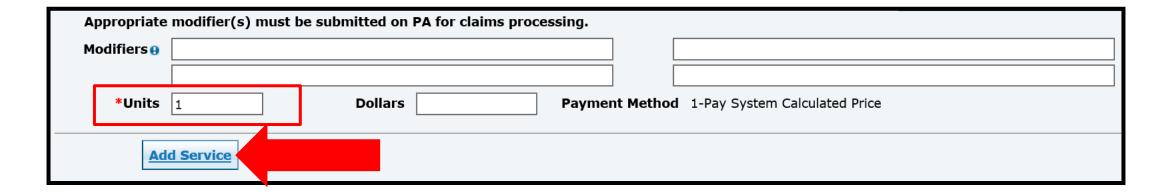
Modifiers – Use appropriate modifiers, if applicable. Up to four modifiers can be entered.



Modifiers TC and 26 entered on the same line of the PA will cause claims to deny.

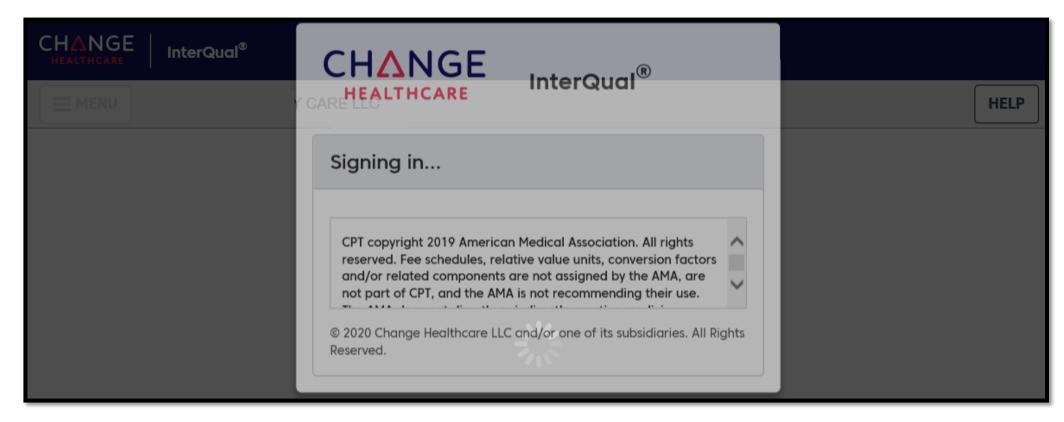


If using a TC and 26 modifier, enter two separate PA lines. First line for one unit with the TC modifier, second line for one unit with the 26 modifier.

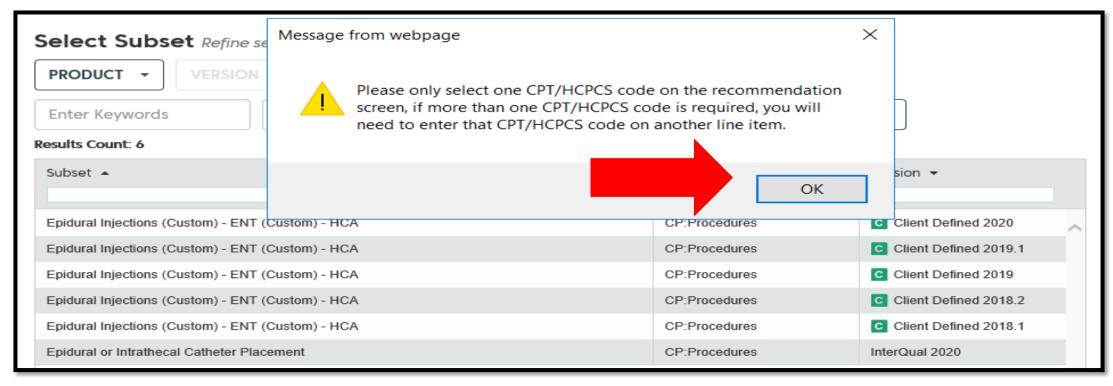


- Units Enter the number of units.
- Click Add Service to save the PA line item.

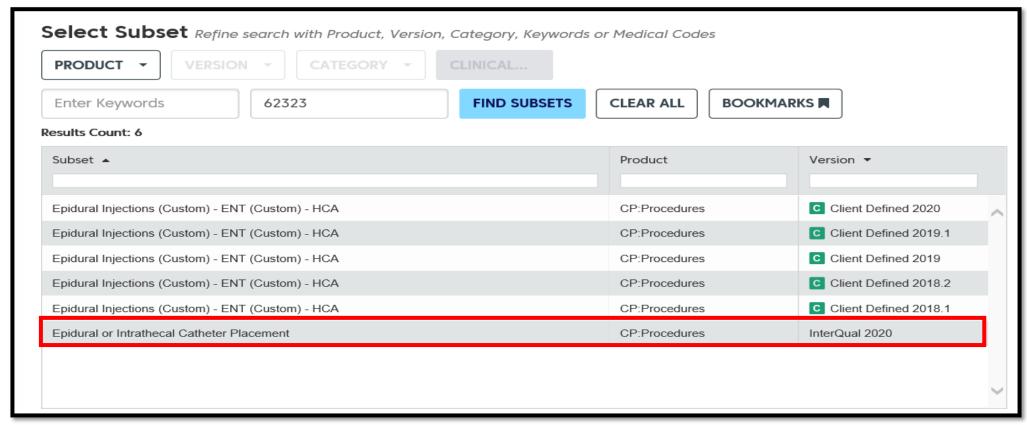
- InterQual® evidence-based questions and answers are currently implemented in the SoonerCare Provider Portal PA function.
- OHCA currently has high tech imaging, some surgeries and some procedures impacted by the InterQual® medical review guidelines.
- OHCA will continue to add additional services throughout the remainder of the year.



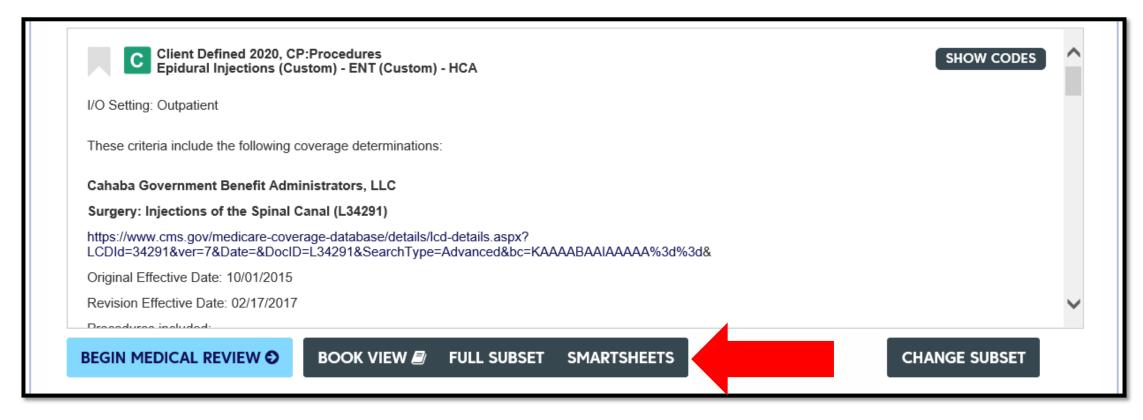
The page will redirect to the InterQual® website if the code entered requires InterQual® review.



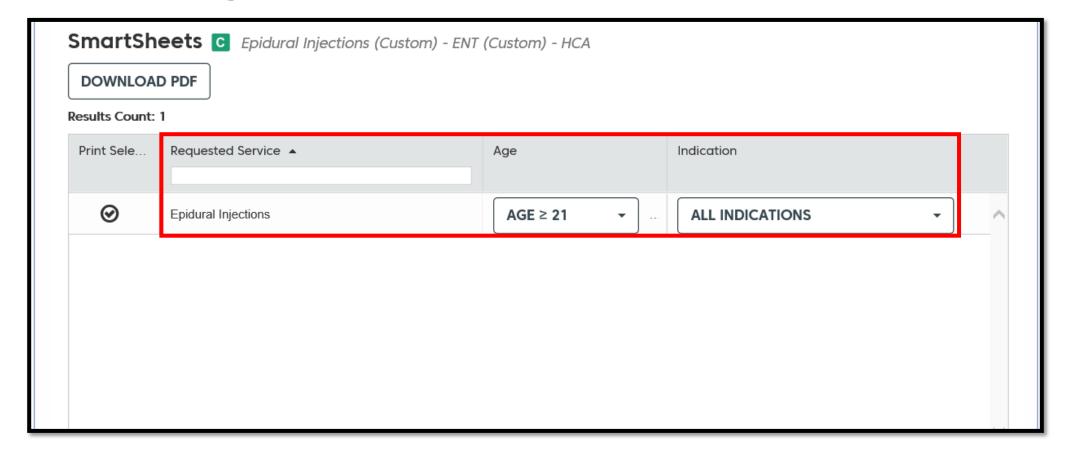
Select one code on the recommendation screen. Another line item will need to be entered on the PA if more than one code is required. Click **OK** to continue.



Select the appropriate **Subset** from the results list for the related procedure entered.



Click the **Smartsheets** tab to download the medical review questions related to the procedure entered.

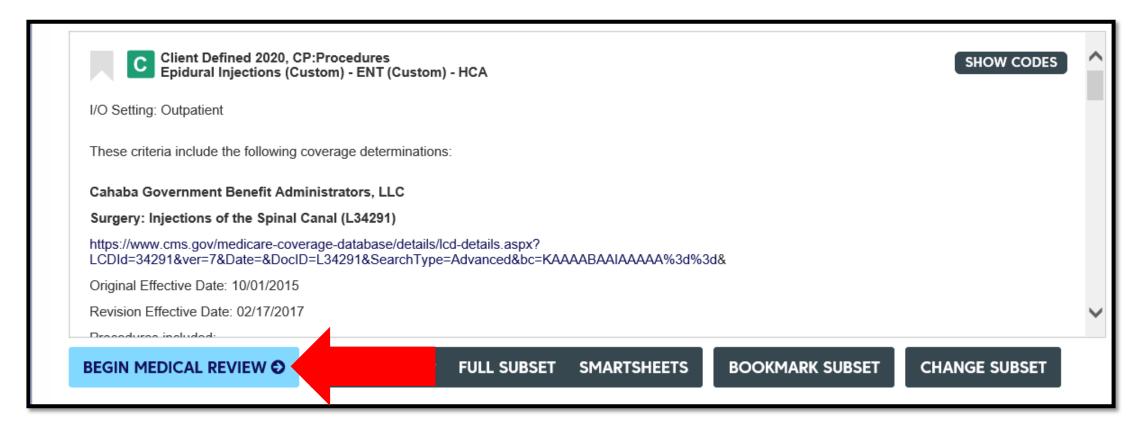


Select the Requested Service, Age, and Indication.

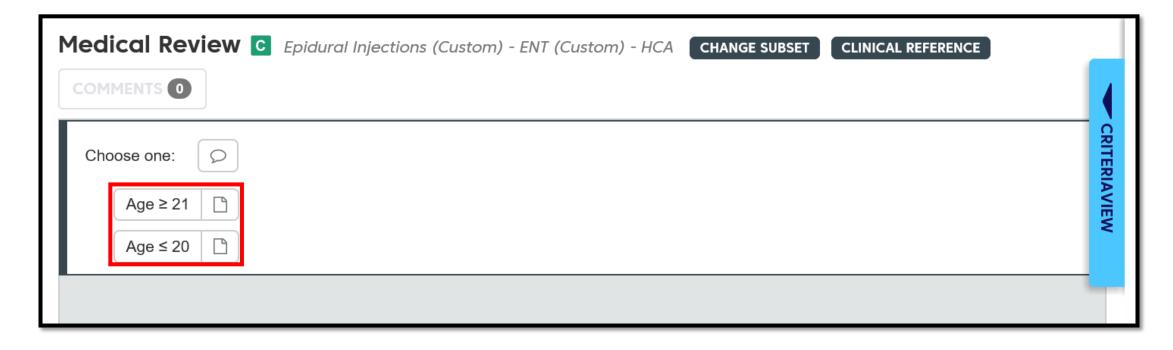
The Smartsheets are designed with step-by-step instructions, based on the answer selected.

Therapeutic epidural injections (continued...)

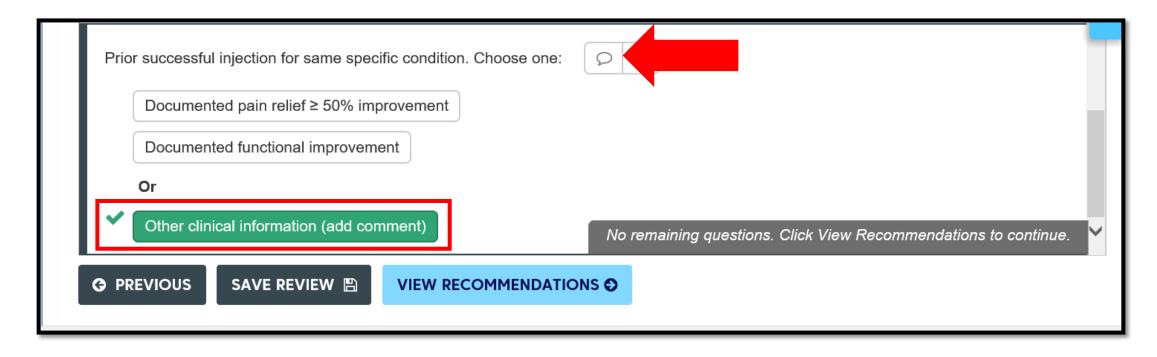
- 1. Choose one: (14, 15, 16)
 - □ A) Initial therapeutic epidural injections
 - ☐ B) Subsequent therapeutic epidural injections
 - □ C) None of the above
 - If option A selected, then go to question 2
 - If option B selected, then go to question 26
 - No other options lead to the requested service
- 2. Pain associated with, Choose one:
 - □ A) Herpes Zoster
 - □ B) Neurogenic claudication
 - □ C) Cervical, Thoracic or Lumbar radicular pain
 - □ D) Back pain without lower extremity symptoms (17)
 - □ E) None of the above
 - If option A selected, then go to question 3
 - If option B selected, then go to question 4
 - If option C selected, then go to question 11
 - If option D selected, then go to question 18
 - No other options lead to the requested service



Click the **Begin Medical Review** button to answer the medical scenario questions.



Select the correct age for the member.

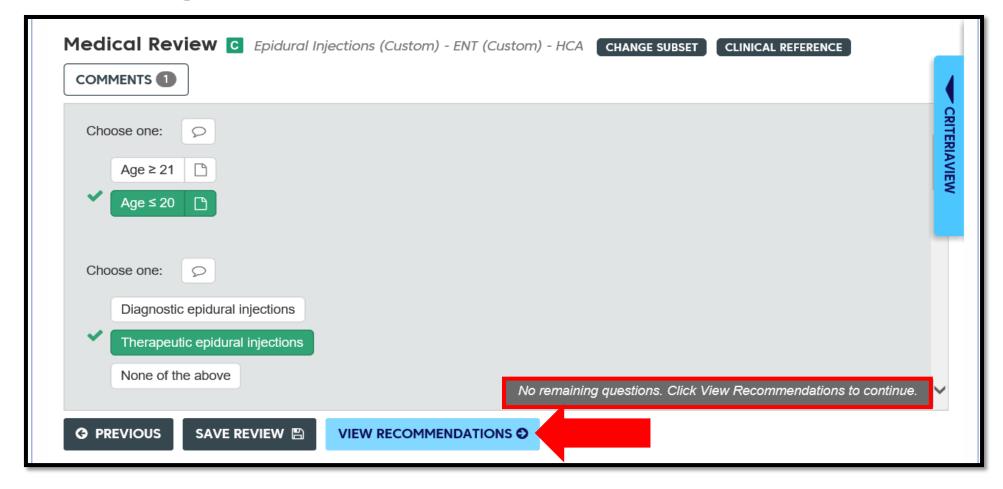


Comments must be added if Other clinical information is selected or if applicable.



Enter the Reviewer Comments then click ADD COMMENT.

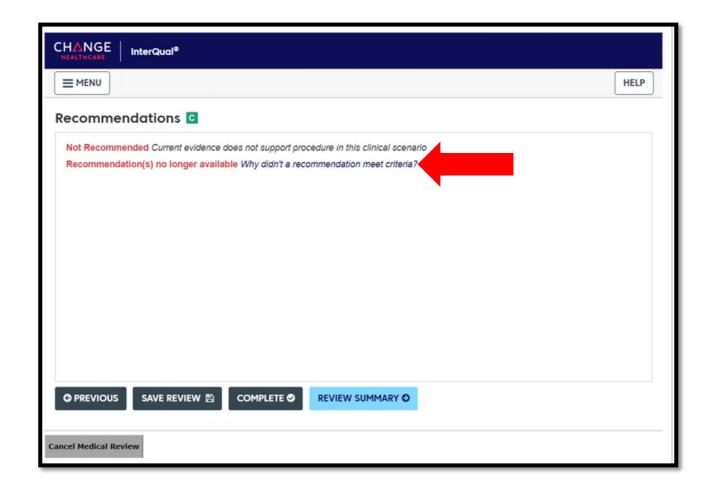
41 | OKLAHOMA HEALTH CARE AUTHORITY



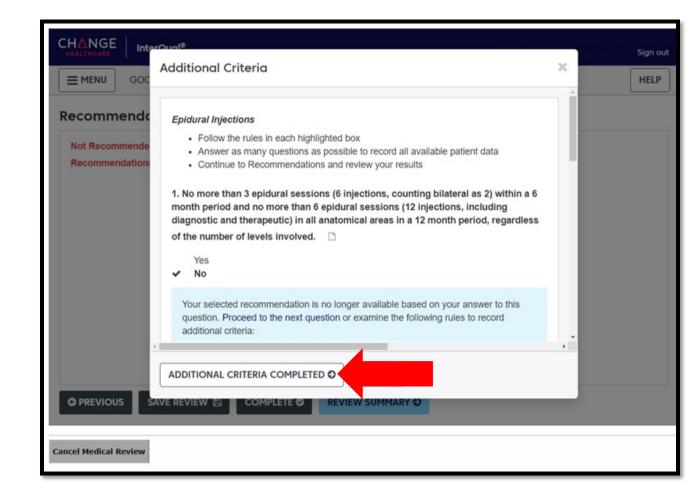
Click View Recommendations if no questions remain.

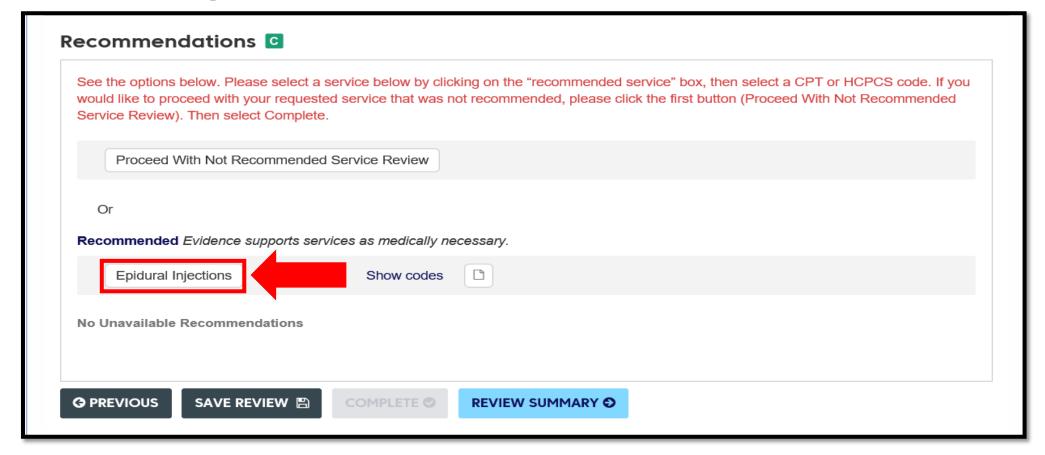
42 | OKLAHOMA HEALTH CARE AUTHORITY

Select Why didn't a recommendation meet criteria if recommendations are not available.

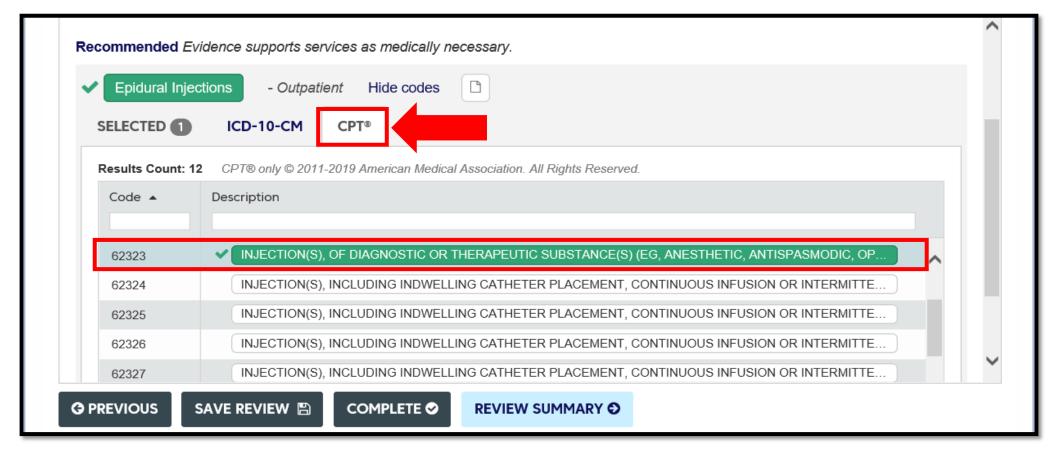


- Follow the rules in each highlighted box and answer the medical scenario questions.
- Click Additional
 Criteria Completed.

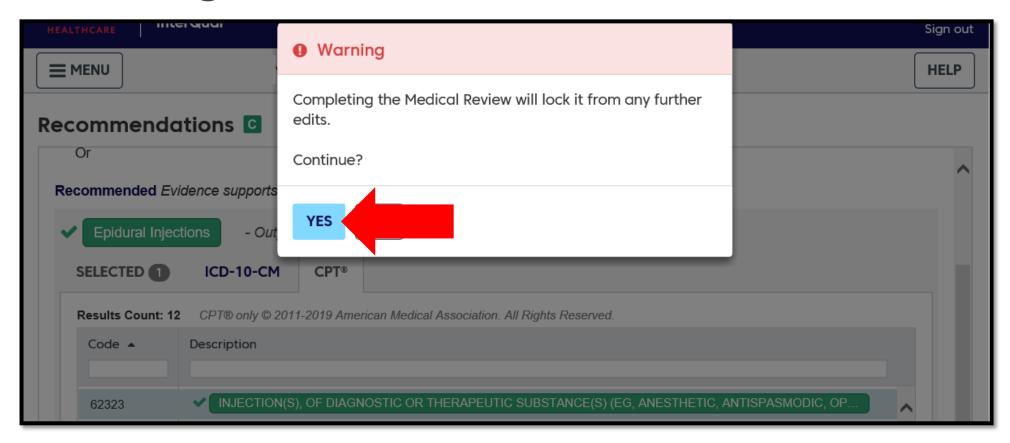




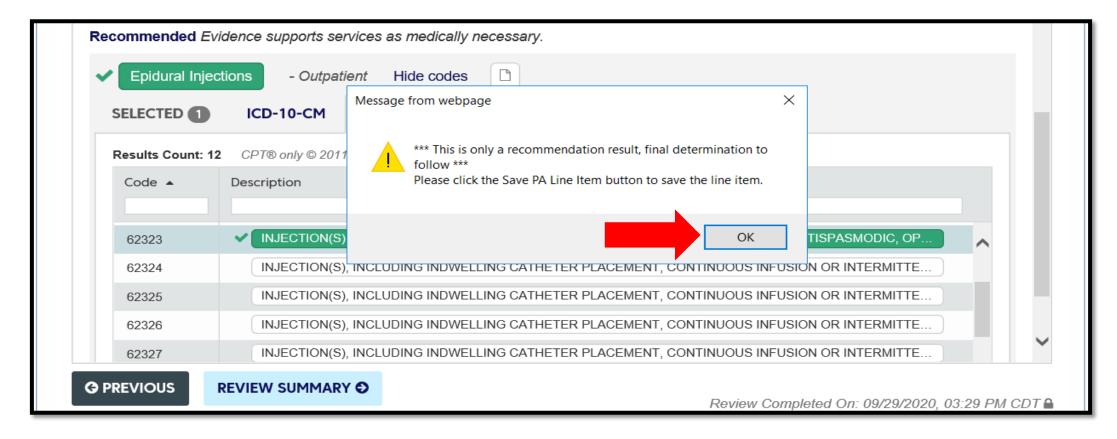
Select the **Recommended** procedure if the procedure is listed within the Recommendations screen.



Select the appropriate Code under the CPT® tab and click Complete.



Completing the medical review will be locked and no further edits can be made. Click **Yes** to continue.



The following is only a recommendation result, final determination is to follow. Click **OK**.

_	Epidural Inject	ICD-10-CM CPT®			
	sults Count: 12				
	.ode A	Description			
6	32323	INJECTION(S), OF DIAGNOSTIC OR THERAPEUTIC SUBSTANCE(S) (EG, ANESTHETIC, ANTISPASMODIC, OP			
6	52324	INJECTION(S), INCLUDING INDWELLING CATHETER PLACEMENT, CONTINUOUS INFUSION OR INTERMITTE			
6	62325 INJECTION(S), INCLUDING INDWELLING CATHETER PLACEMENT, CONTINUOUS INFUSION OR INTERMITTE				
6	32326	INJECTION(S), INCLUDING INDWELLING CATHETER PLACEMENT, CONTINUOUS INFUSION OR INTERMITTE			
6	62327	INJECTION(S), INCLUDING INDWELLING CATHETER PLACEMENT, CONTINUOUS INFUSION OR INTERMITTE			
PREVIOUS REVIEW SUMMARY € Review Completed On: 09/29/2020, 03:29 PM CDT €					
Save PA Lir	ne Item	Review			

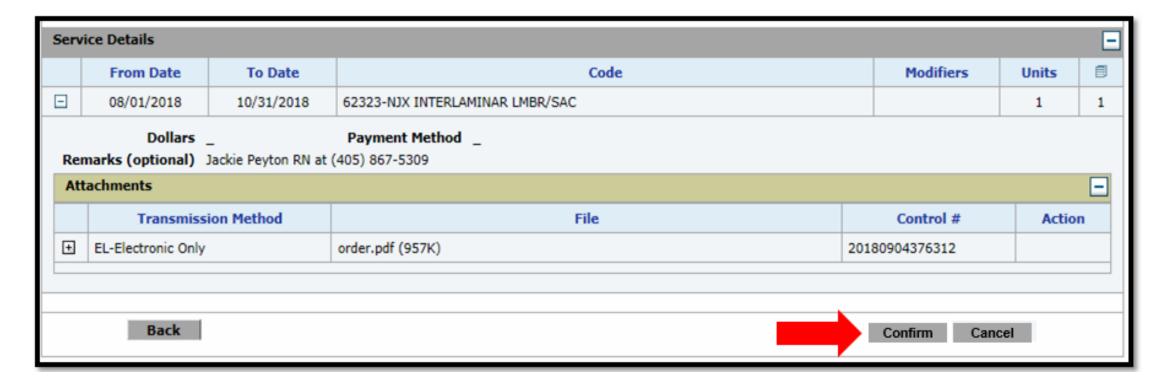
Click the Save PA Line Item button to save the review.

Service Details							
Click '+' to view or update the details of a row. Click '-' to collapse the row. Click Copy to copy or Remove to remove the entire row.							
	From Date	To Date	Code	Modifiers	Units	Action	
+	09/21/2020	09/21/2020	62323-NJX INTERLAMINAR LMBR/SAC		1	Copy Remove	
⊡ Cli	ck to collapse.						
*F	rom Date 🛭	I	To Date 9 ROCE	edure Code 🗸 *Code 🛭			
	Thru						
		er(s) must be subn	nitted on PA for claims processing.				
	Modifiers 0						
	*Units 0 Dollars Payment Method 1-Pay System Calculated Price						
Remarks							
	(optional)						
Add Service Cancel Service							

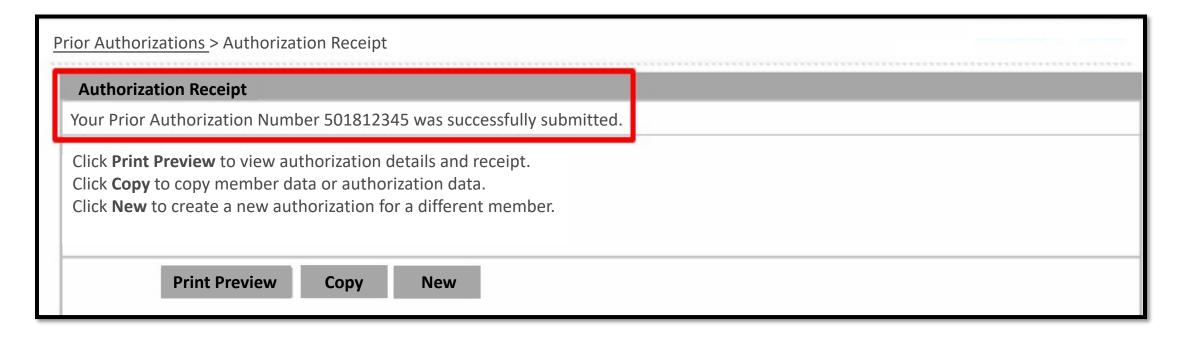
The page is redirected to the Provider Portal and the information entered is saved on the PA request.

	From Date	To Date	Code	Modifiers	Units	Action		
+	09/21/2020	09/21/2020	62323-NJX INTERLAMINAR LMBR/SAC		1	Copy Remove		
Ē Cli	E Click to collapse.							
*From Date ⊕ To Date ⊕ #Code Type Procedure Code ✓ *Code ⊕								
	Thrue							
	Appropriate modifi	er(s) must be subn	nitted on PA for claims processing.					
	Modifiers 0							
	*Units 0 Dollars Payment Method 1-Pay System Calculated Price							
	Remarks					<u> </u>		
	(optional)							
Add Service Cancel Service								
	Submit Cancel							

If no additional codes need to be added, click Submit.



Click Confirm to submit the request.



Authorization Receipt – The Portal will generate a PA number to confirm the request submitted successfully. This does not mean the PA is approved.

REMINDERS

REMINDERS

- There are no retro authorizations for therapy services.
- There is a three-day retro limitation for imaging.
- There is a 5 days retro limit for all other services.
- Cancelled or denied PAs are subject to retro limitations and must be submitted as a new request.

REMINDERS

• Emergent/Urgent PAs are medical conditions that are defined as loss of life or limb – not due to a scheduling issue.

- For Emergent/Urgent PA requests:
 - 1. Submit the PA with supporting documentation.
 - 2. E-mail the MAUAdmin@okhca.org with the subject "Emergency PA"
 - 3. Include the PA number and reason for the emergency.
 - 4. Provide a contact name and telephone number.

RESOURCES

MEDICAL PA RESOURCES

For medical prior authorization inquiries regarding clinical documentation or urgent requests, please email MAUAdmin@okhca.org

*Additional resources are available at www.Oklahoma.gov/ohca/providers/medical-authorization-unit

HELPFUL TELEPHONE NUMBERS

- OHCA call center
 - 800-522-0114 or 405-522-6205; option 1
- Internet help desk.
 - 800-522-0114 or 405-522-6205; option 2, 1
- EDI help desk.
 - 800-522-0114 or 405-522-6205; option 2, 2

RESOURCES

OHCA policy and rules:

- https://oklahoma.gov/ohca/policies-and-rules/xpolicy.html.
- Provider policies and rules and Oklahoma Health Care Authority Medicaid rules.
 - Chapter 25 SoonerCare Choice.
 - Chapter 30 Fee for Service.

HELPFUL LINKS

- Agency website
 - www.oklahoma.gov/ohca
- OHCA provider portal
 - www.ohcaprovider.com
- Provider training
 - www.oklahoma.gov/ohca/providers/provider-training
- Medicaid managed care
 - www.oklahoma.gov/ohca/about/medicaid-expansion/soonerselect
- Medicaid expansion
 - www.oklahoma.gov/ohca/about/medicaid-expansion/expansion

QUICK REFERENCE GUIDE

A revised version of the OHCA provider quick reference guide is now available.

Visit the provider training page at www.oklahoma.gov/ohca/providers/provider-training to download a copy.

PROVIDER QUICK



Visit our site recently?

Visit the OHCA website at oklahoma.gov/ohca for more information about the agency, our policies and programs.

Don't miss out on webinar opportunities!

OHCA hosts a variety of free learning sessions available for SoonerCare providers and staff. Virtual learning sessions occur several times a month on a variety of topics. One is the Introduction to Oklahoma SoonerCare webinar. This training provides information on the basics of SoonerCare for those who are new to the program or need a refresher. For more information, visit oklahoma.gov/ohca/providers/provider-training. The provider training page features webinar descriptions, registrations, training presentations and previously recorded webinar sessions.

Provider Education Specialists are available to assist you...

Provider education specialists are available for telephonic or virtual training with providers and health-related community workgroups and coalitions. Education specialists can answer questions about OHCA policy, programs and procedures, claim issues, and navigating the secure SoonerCare Provider Portal.

Training can be requested via email. Please include a brief description of the issue or topic in question, the provider's name and SoonerCare ID number, a return phone number, and a contact name with your training request.

SEND TRAINING REQUESTS TO

Email: SoonerCareEducation@okhca.org

For immediate claims or policy assistance, please call the OHCA provider helpline at **800-522-0114**.

How do I schedule SoonerRide?

Use TripCare to schedule non-emergency transportation reservations online. You can view all scheduled trips for your facility for any specified day. TripCare's dashboard allows you to manage trip requests and reservations, and know which transportation provider is assigned to each reservation. Schedule rides at least three business days before appointment at tripcare.logisticare.com or call 800-435-1276.

Revised: December 29, 2020

OHCA PROVIDER HELPLINE

Toll-Free: 800-522-0114 Oklahoma City Area: 405-522-6205

OPTION	UNIT HO	URS
1	OHCA Call Center	8AM-5PM, M-F
2,1	Internet Help Desk (SoonerCare Provider Portal)	8AM-12PM & 1-5PM, M-F
2, 2	EDI Help Desk (batch transactions)	8AM-12PM & 1-5PM, M-F
3, 1	Adjustments (claims)	7:30AM-4PM Mon., W-F 12PM-4pm, Tues
3, 2	Third Party Liability	8AM-5PM, M-F
4	Pharmacy Help Desk (issues)	8AM-7PM, M-F 9AM-5PM, Sat. 11AM-5PM, Sun.
5	Provider Contracts	8AM-5PM, M-Tues, Thurs-F 1PM-5PM, Wed.
6,1	Pharmacy Help Desk (authorizations)	8AM-7PM, M-F 9AM-5PM, Sat. 11AM-5PM, Sun.
6, 2, 1	Behavioral Health Authorizations (OP)	ВАМ-5РМ, М-F
6, 2, 2	Behavioral Health Authorizations (IP)	8AM-5PM, M-F
6, 3	Medical Authorizations (status only)	8AM-5PM, M-F
6, 4	Prior Authorizations (PAs)	8AM-5PM, M-F
6,5	Dental Authorizations	8AM-5PM, M-F

How do I update my provider file?

The SoonerCare Provider Portal allows contracted providers the opportunity to maintain their essential contract information. Administrators and providers can make changes and updates to their provider file through the secure SoonerCare Provider Portal at https://docs.provider.com/. Input your User ID in the Login box, then click the Log In option. On the Welcome screen, select the Update Provider Files link on the right side of the page. The Sooner-Care Provider Enrollment page will load with the update options available for your contract type.

Providers can update the following:

- · Banking Information · Address and Contact Information
- EFT and ERA
 View Contract Types and Dates
- Complete Contract Renewal
 (Option will load only when it is time to renew your contract)

How do I use Electronic Data Interchange (EDI)?

EDI handles processing and troubleshooting of all electronic batch files that are uploaded in the OK Medicaid Provider Portal under files exchange. To submit electronic batch files, you must complete an EDI/ERA application for providers and test with special X-12 Software, or have a contract with an OK Medicaid clearinghouse that will submit files on your behalf.

EDI accepts electronic batch submissions of 837 (professional, institutional, dental), 270/271, 276/277 and 278 files. Processing of batch files can take an average of four hours to process once uploaded in the SoonerCare Provider Portal. The EDI department also processes EDI applications to set up a provider for 835 electronic remittance advices. Contact the EDI help desk at 800-522-0114 for questions or concerns regarding EDI transmission and processing.

PRIOR AUTHORIZATIONS

ISSUED BY DEPARTMENT

USER/CONTACT	PHONE/FAX
PASRR Level of Care Unit	405-522-7133 & 405-522-7674
Medical Authorizations	405-522-6205, option 6, 3 Toll-Free: 800-522-0114, option 6, 3 MAUadmin@ohkca.org
Durable Medical Equipment	DMEadmin@okhca.org
Ocupation/Physical/ Speech Therapy	Therapyadmin@ohkca.org
Dental Authorizations	405-522-7401
Pharmacy Help Desk College of Pharmacy	405-522-6205 Toll-Free: 800-522-0114 Fax: 405-271-4014 Toll-Free Fax: 800-224-4014
Personal Care Local County DHS Office	Contact local DHS office
Advantage Administration Unit	918-933-4900
Developmental Disabilities Services Division (DDSD) Area Office	405-325-5080 Toll-Free: 800-349-9173 Fax: 405-573-6853
Medically Fragile Waiver OHCA Waiver Staff	Toll-Free: 888-287-2443
Behavioral Health	Toll-Free: 800-522-0114

How do I verify eligibility using the Eligibility Verification System (EVS)?

In the OKC area, call 405-840-0650 or toll-free, 800-767-3949. You must have the SoonerCare provider ID number and EVS PIN. Enter your 9-digit provider number and location code followed by #. Enter your 4-digit EVS PIN followed by #. Available 20 hours a day, SAM-1AM. Eligibility can also be checked on the SoonerCare Provider Portal.

Forgot your PIN? See Internet Help Desk option under the OHCA Provider Helpline.

TRANSACTION CODES

- 1 Member Eligibility
- 2 Provider Warrant
- 3 Prior Authorization
- 4 Claims Inquiry
- 5 Change EVS/AVR PIN

A=*21 E=*32 I=*43 M=*61 U=*82 T=*81 Y=*93 B=*22 F=*33 J=*51 N=*62 Q=*11 V=*83 Z=*12 C=*23 G=*41 K=*52 O=*63 R=*72 W=*91 D=*31 H=*42 L=*53 P=*71 S=*73 X=*92

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OHCA Quick Reference Guide

TRAINING RESOURCES

- Provider education specialists:
 - Education specialists provide education and training as needed for providers either virtually or telephonically.
 - Requests for assistance should be emailed to: SoonerCareEducation@okhca.org. (Requests should include the Provider name and ID, contact information, and a brief description of what assistance is being sought.)
 - For immediate claims or policy assistance, please contact the OHCA provider helpline at 800-522-0114.
- Monthly webinars
- How-to videos

QUESTIONS?



GET IN TOUCH

4345 N. Lincoln Blvd. Oklahoma City, OK 73105 okhca.org mysoonercare.or g Agency: 405-522-7300 Helpline: 800-987-7767





