

# **IMPORTANT REMINDER**

## **HIRSP Prior-Approval Requirements**

In July 2007, HIRSP implemented a prior-approval requirement for selected services. More information can be found on page 2 of the spring 2008 HIRSP newsletter you received with this mailing and on page 3 of your HIRSP policy. Any HIRSP policyholder who is scheduling one of the following services must first contact HIRSP to obtain prior-approval or **the service will not be covered.**

1. Surgical services for morbid obesity;
2. Reduction mammoplasty, septoplasty, and blepharoplasty;
3. Transplant services;
4. Any durable medical equipment and prosthetics costing more than \$1,500;
5. Pain management procedures
6. The following additional health care services, except when such services are provided in an emergency:
  - a. Spinal surgeries;
  - b. PET scans;
  - c. MRA studies;
  - d. Dental repair related to an injury;
7. Inpatient admissions.
8. Tay-Sachs testing.
9. Outpatient visits and transitional treatment arrangements for treatment of alcoholism, drug abuse and nervous or mental disorders beyond 50 visits per calendar year.
10. New medical or biomedical technology or new surgical methods or techniques may be experimental. You are strongly encouraged to seek prior approval for these health care services to ensure they are payable under this policy.

If you do not obtain prior-approval from HIRSP before you receive any health care service listed above, **benefits for that health care service will not be payable under this policy.**

You should work with your provider to submit prior-approval requests, since it's important to include all necessary medical documentation. Prior-approval requests can be submitted the following ways:

**Online via iExchange:** Your provider can submit preauthorizations electronically using this Web tool. This is the preferred method, since the iExchange system ensures we receive all necessary medical data and can often produce immediate authorizations. iExchange can be found here: <http://www.hirsp.org/provider/index.shtml>.

**Fax:** You or your provider can fax your request to the HIRSP prior-approval department at 1-608-226-4777.

**Phone:** Ask your provider to contact HIRSP at 1-866-841-6572 to initiate the prior-approval process.