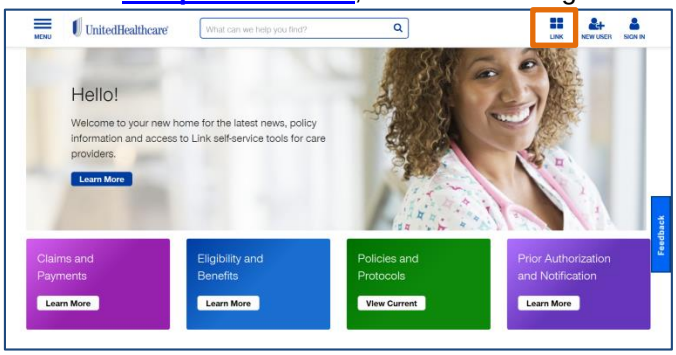
Link

Prior Authorization and Notification Requirement Inquiry – by Member
QUICK REFERENCE

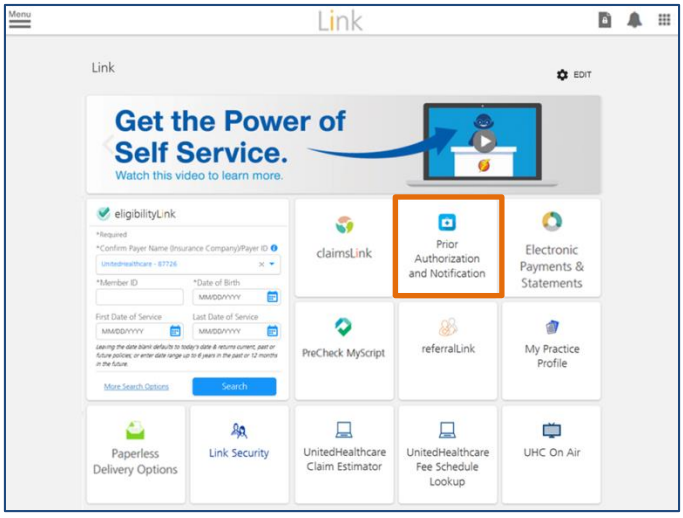
You may check to see if a Prior Authorization/Notification is required through the Prior Authorization and Notification Link application. **Note**: This app is not used for referrals. Referrals should be submitted through the eligibilityLink app.

Get Started

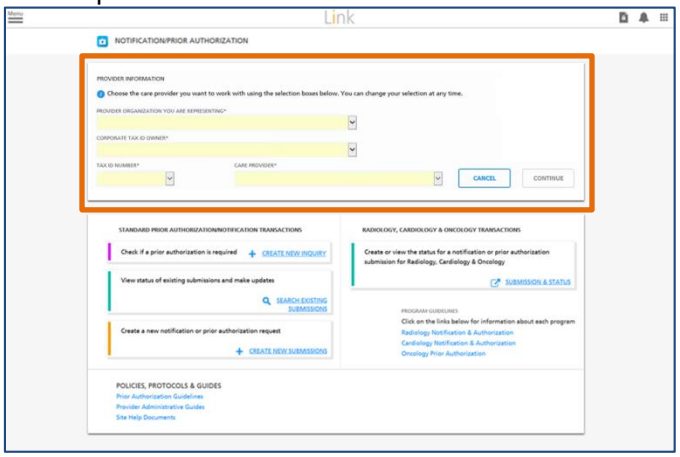
1. From **UHCprovider.com**, click **Link** and sign in



2. Select **Prior Authorization and Notification**

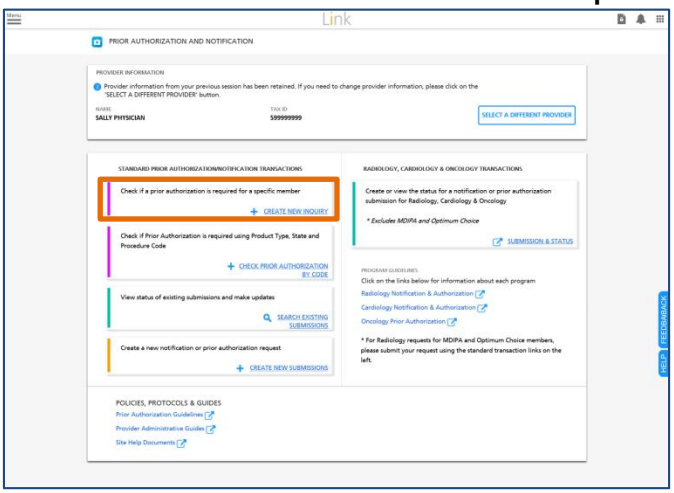


3. The first time you access this self-service tool, you must select the Care Provider you represent from the pull-down menus then click Continue.



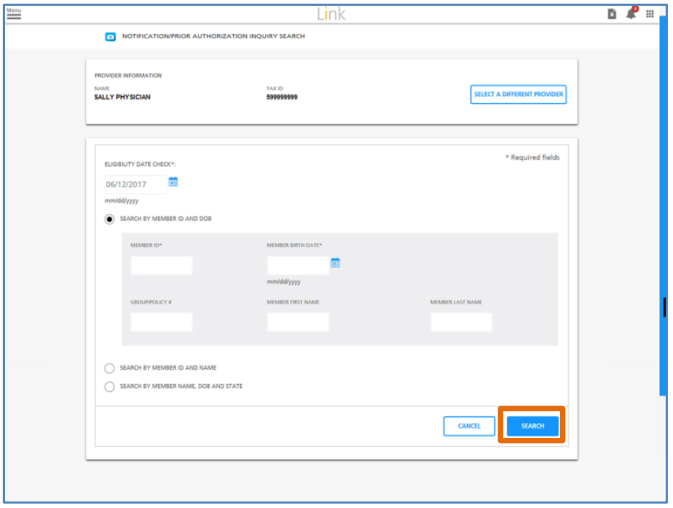
Check if a Prior Authorization is Required

1. Select **Check if a Prior Authorization is Required**



Note: The Provider Information will default to the last selected, but you may change the provider by **Selecting a Different Provider**.

2. Enter the **Date**
3. Select a **Search Method** to identify the Member (Member ID and DOB, Member ID and Name or Member Name, DOB and State)
4. Enter the required information
5. Click **Search**



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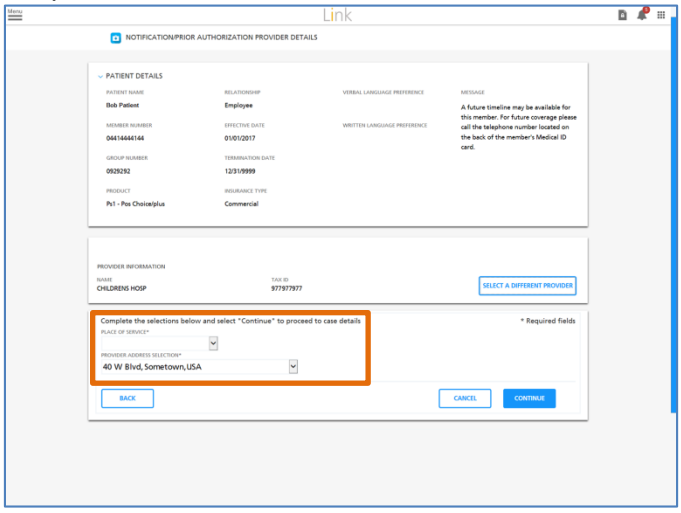
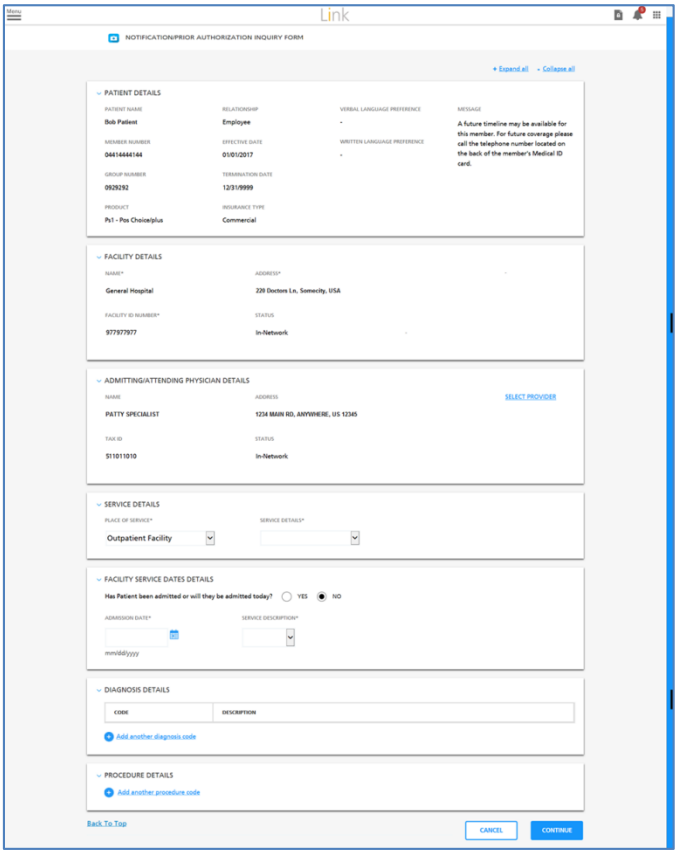
Service Details

1. Choose the **Place of Service** and **Address** from the pull-down menus then click **Continue**



Inquiry Form

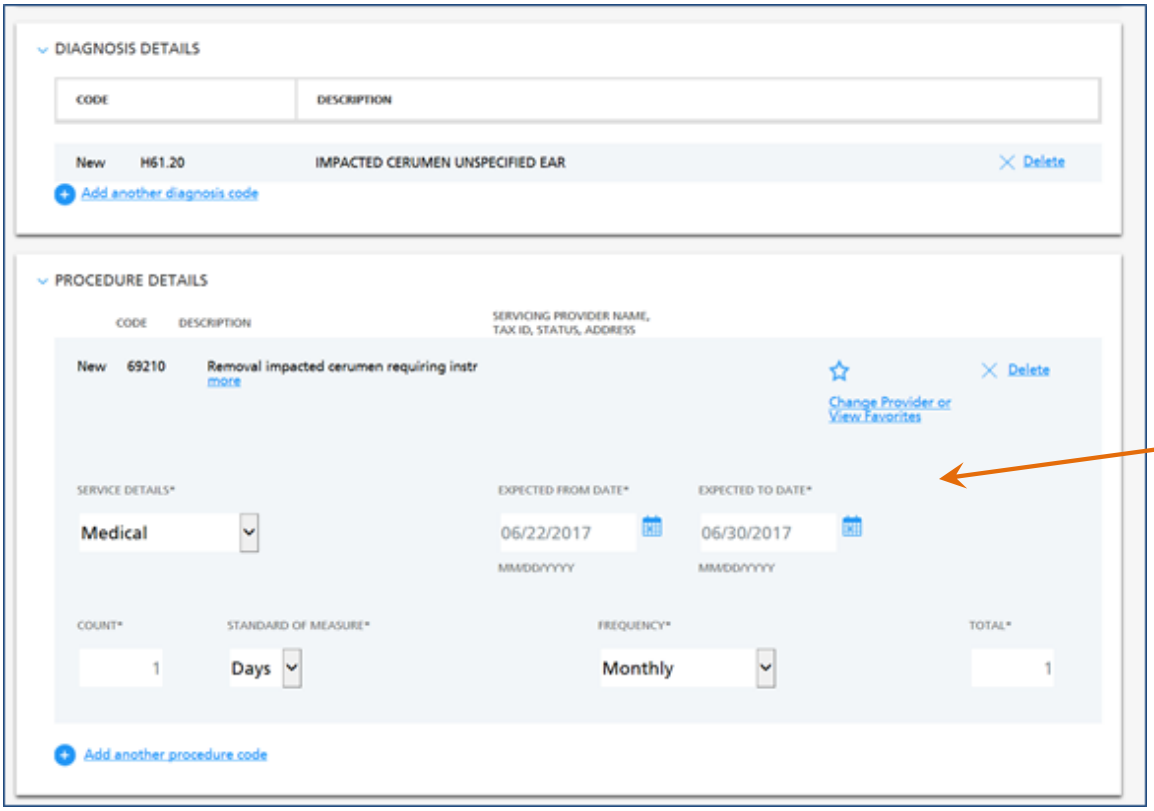
After completing the above steps, the **Patient Details** will appear at the top of the **Inquiry form**. Consult the following pages for detailed information.



Diagnosis and Procedure Details

Type in a **Diagnosis Code**/ **Procedure Code** or keyword, then select from the drop-down menu

Add up to a total of 10 **Diagnosis Codes** and/or 14 **Procedure Codes***

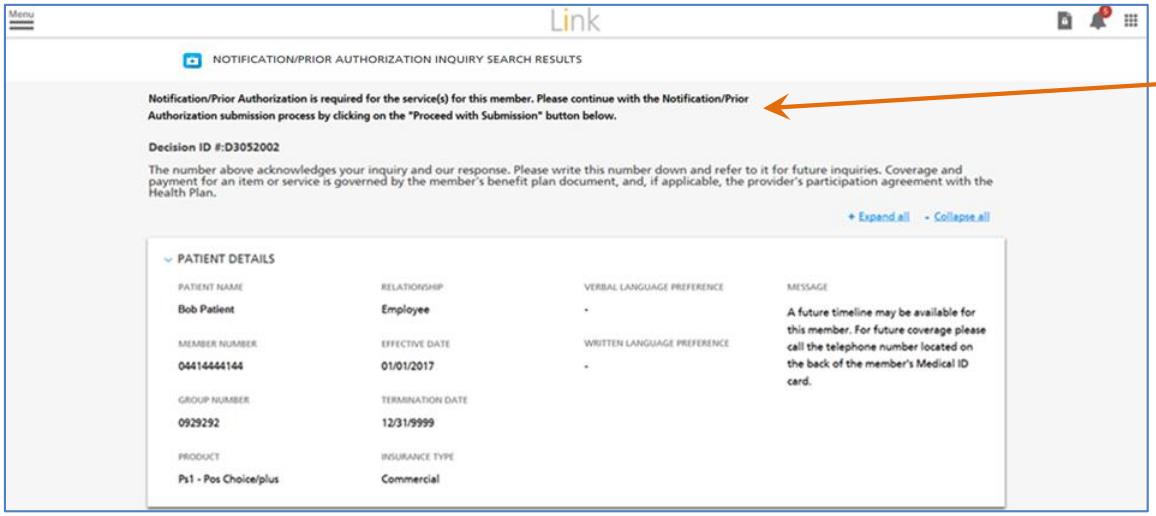


Complete additional details, if prompted

Click Continue, at the bottom of the form.

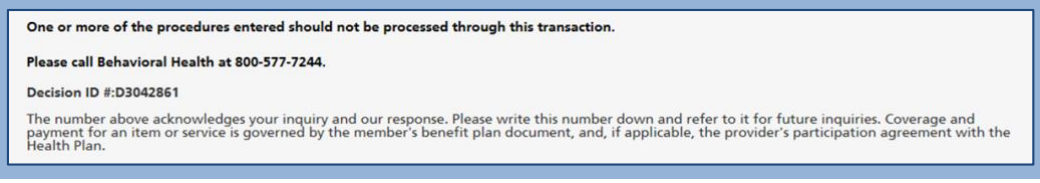
CONTINUE

Response

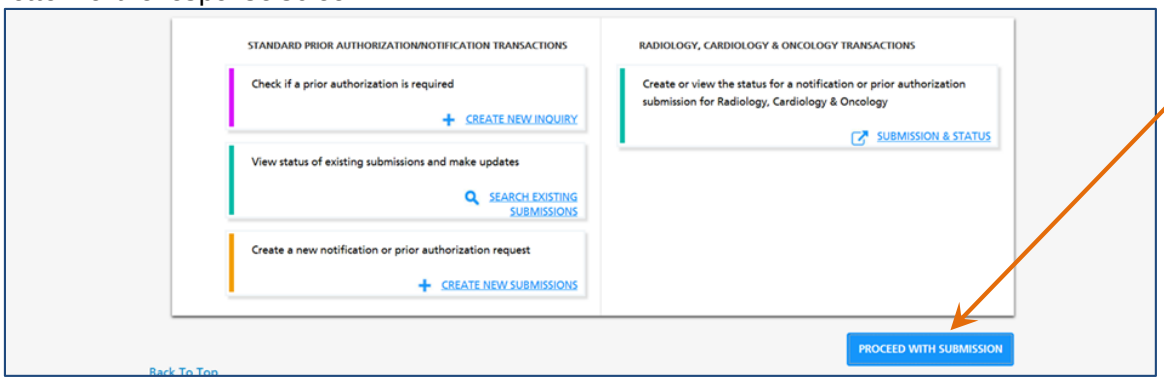


Review the response and record the **Decision ID #**

NOTE: If a Notification or Prior Authorization is <u>not</u> required, or your request cannot be processed, the **Decision ID #** serves as your reference number which may be needed if there are any claim issues.



Bottom of the response screen



Proceed with Submission, if desired

Additional **Help Resources** are available at the **Link Resource Library** and **UHC on Air**