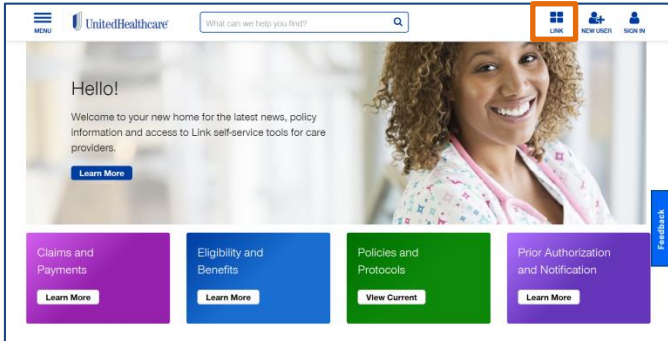


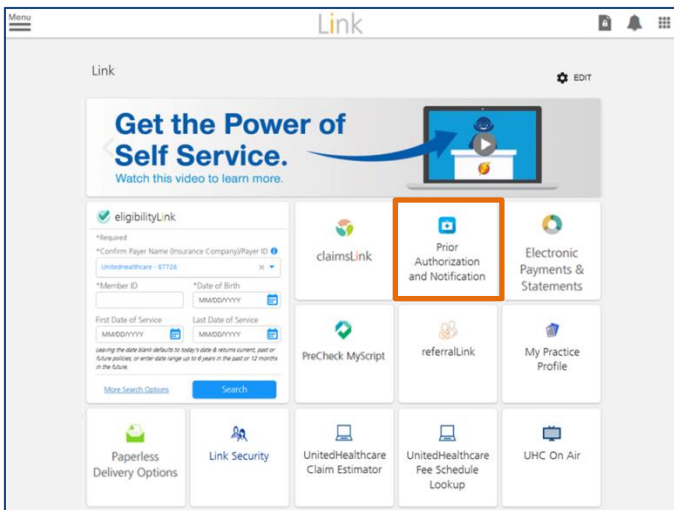
You may check the status of an existing Prior Authorization/Notification and update* it through the Prior Authorization and Notification Link tool. **Note:** This is not used for referrals. Referrals should be checked through eligibilityLink.

Get Started

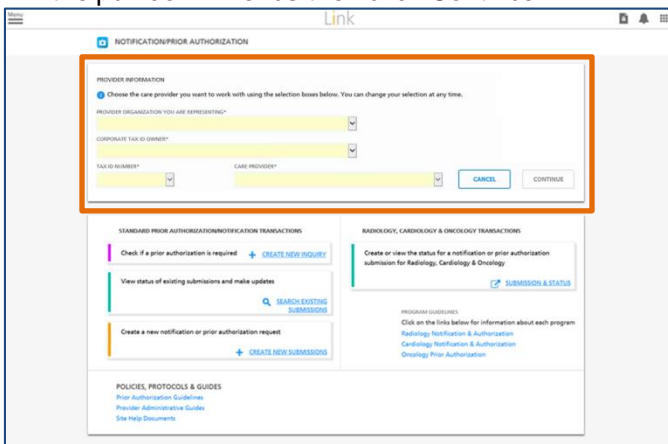
1. From UHCprovider.com, click **Link** and sign in



2. Select **Prior Authorization and Notification**

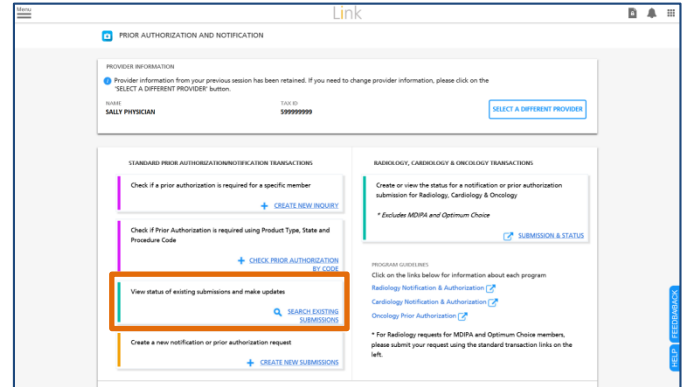


3. The first time you access this self-service tool, you must select the Care Provider you represent from the pull-down menus then click Continue.



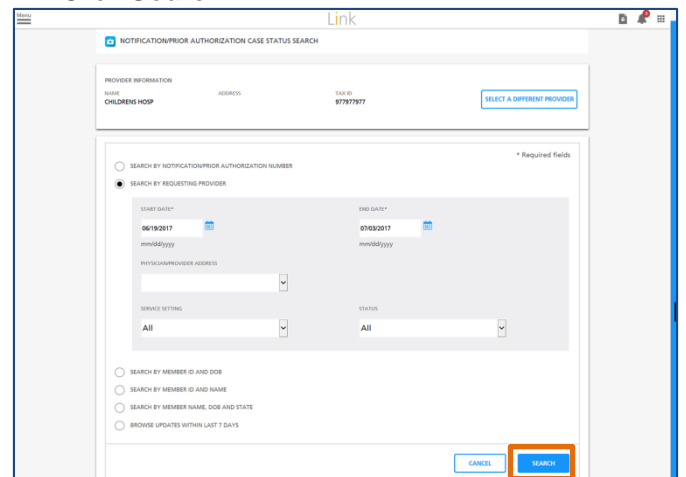
Search for Existing Notification/Prior Authorization

1. Select **View Status of an Existing Submission**



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

2. Select a **Search Method** (Notification/Prior Authorization Number, Requesting Provider Information (shown here), Patient Information, or Last 7 Days)
3. Enter the required information
4. Click **Search**



Search Results

1. View the **Search Results** at the bottom of the screen
2. To view details, click on the desired **Notification/Authorization #**



Review the Case

Review the details, including the coverage status of each procedure (Inpatient and Outpatient Facility cases will also show the facility admission status).

Update* and Attach Documents

Scrolling to the bottom, you may **Update** the Prior Authorization, including **Attaching Clinical Documentation**, if desired

* Information that may be updated or added includes:

- Update Facility, or Admitting/Attending Provider information
- Update Admission and Discharge Dates (only when the patient has not yet been admitted or the discharge date is in the past)

Note: This is important for “same day admission” requests where a future date was originally entered, such as by **Skilled Nursing Facilities**. Please consult the help resources on **Submission** for more information.

- Add Diagnosis codes
- Add Procedure codes (in certain circumstances)
- Add Clinical Attachments
- Add Clinical Notes
- Update Follow-Up Contact Information

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