

Hospital Outpatient Therapy PA Entry Tips

The Hospital Outpatient Therapy Program is for ACUTE CONDITIONS. Exceptions include: evaluations for wheelchairs, some swallowing studies and some hearing evaluations. Information regarding Medicaid Policies for Hospital Outpatient Services can be found in Section 903.5 of the Medicaid Hospital Services Manual.

Before submitting a PA Request, make sure that:

- The patient is a valid Medicaid member (If applicable, check retro-eligibility dates)
- Patients are not CMO members (GMCF does not review CMO patients)
- There are no errors such as mistyped dates or incorrect/incomplete answers to questions
- The condition is acute (Are the services requested intended as short term therapy for an acute medical condition?)
- The request is timely (For elective care, that means the PA must be submitted on or before the Effective Date of Service listed on the PA)
- The certification date is up-to-date (that is, WITHIN 30 days prior to or on the date the PA is submitted)
- Treatment plans are signed and dated by the physician WITHIN 30 days prior to or on the date the PA is submitted
- Adequate, accurate clinical information regarding diagnosis, actual date of onset, associated surgeries, hospitalizations, etc. is provided
- The correct CPT codes and number of units is requested (Be sure to check the total number of requested units per CPT code per line on the PA Request)
- No modifiers are used in the line items. Entering modifiers causes errors and potential delays

Reminders:

- If a member has received inpatient rehabilitation services and is now ready for outpatient therapy, OT and PT re-evaluations (as opposed to OT and PT evaluations) are appropriate.
- Therapy services are available through the CIS program for members under 21 years of age with long-term or chronic illness.
- Hospital based providers may enroll as CIS providers
- When requesting CPT code(s) that were previously approved because the patient did not attend the session(s), please state this in the new PA Request.
- When requesting wheelchair evaluations, please specify the type of wheelchair, e.g., power, custom manual. (Standard wheelchairs do not require PT evaluations)