

# Obtaining State Administrative Prior Authorization

April 12, 2016

# Goals for Webinar

- ▶ Prepare for contract conversion to avoid interruptions in care to consumers and payment to providers
- ▶ To educate providers on the specific process of obtaining administrative authorizations for the new initiatives. These initiatives were developed for the contract conversion from slot to FFS.
  - Substance Abuse Prevention and Treatment Initiative (SAPT) – Methadone services
  - New Jersey Statewide Initiative (NJTI) – fall other slot based services
- ▶ These instructions apply only one time, for the transition process.

# Authorization Types

- ▶ **Medicaid and State Services –**
  - **Administrative Authorization**– Authorizations generated by IME or State to assure that existing clients have an authorization when IME clinical review process begins and/or slot contracts are converted to FFS. These authorizations will be issued for one time only.
  - **Clinical Authorization** – Authorization by the IME after reviewing the client DSM, LOCI and Levels of Functioning
  - **Continuing Care Review (CCR)**– Continuing Care is a clinical review that is currently called the Extension Request.
  - **Prior Authorization (PA)**– Any type authorization
- ▶ **State Services**
  - **Provider Authorization**– Authorization generated by provider directly with the State Fiscal Agent. Is not reviewed or generated by the IME.

# Administrative Authorizations for consumers served in slots

- ▶ Individuals served in slots on June 30, 2016 will need PAs on July 1, 2016
- ▶ NJSAMS will auto generate PA numbers for Core Packages
- ▶ DMHAS will designated the package
  - OTP Providers will need to designate the Phase of Tx
- ▶ Providers will obtain Enhancements on July 1, 2016, through the existing mechanisms, and will not need the IME
- ▶ Consumers with an Administrative PA will need an IME clinical review at ERL/Continuing Care Review or any new LOC, Provider, Payer

# Admin PA for Consumers served in slots / What Providers Must Do

- ▶ On June 1 DMHAS will make available a link to a list of individuals in slots, according to NJSAMS data
  - Link will be in Reports Menu of NJSAMS–Slot Conversion List
- ▶ Providers will indicate who from their list of consumers will need an authorization for treatment starting July 1
- ▶ Providers will get the number of PAs that correspond to their slot contract, ie. If a provider has 20 Outpatient Patient slots, they will be issued no more than 20 PAs for OP for July 1
- ▶ Additional PAs for services may be obtained based on available funding



# Admin PA for clients served in slots / What Providers Must Do

- ▶ List must be completed on June 15
- ▶ Consumers admitted to slots after June 15 can be added to the list until June 30
- ▶ An authorization for the consumers who do not have a PA as of July 1, can be secured through the IME starting on July 2

# Administrative PA for Consumers served in slots

- ▶ If list is not updated by provider, PAs can not be generated
- ▶ If PAs are not auto generated the individual served will be treated as a new client and will need review by the IME on July 2
- ▶ Due to increased volume, the IME response to a PA request for consumers served in slots may be delayed after June 30.
- ▶ Providers will be required to bill within the first 15 days of the new authorization

# Medicaid Enrolled Individuals in Slots

- ▶ Clients who are Medicaid enrolled will not be issued a state PA (for Medicaid covered services)
- ▶ Lists in NJSAMS will indicate which clients are Medicaid enrolled, and will not allow provider to indicate yes or no to question of PA needed
- ▶ The IME will work to issue Medicaid PA numbers for individuals on the list who are Medicaid enrolled and services are Medicaid covered

# Notification of Administrative PA numbers

- ▶ Medicaid
  - In Medicaid PA module of NJSAMS available starting on May 24, 2016
  - Hard copy confirmation from Molina
- ▶ State
  - In the NJSAMS Authorization Module

# Importance of NJSAMS Accuracy

- ▶ Admin PAs will be issued **based on the information in NJSAMS**
- ▶ We will not make changes to NJSAMS from lists (ie. If you mark the list that you need an alternative LOC for an individual but you have not changed the LOC in NJSAMS, the PA will reflect what is in NJSAMS, not what is on your list)
- ▶ To assure that the correct PAs are issued NJSAMS, files must be up to date:
  - All consumer files represent individuals currently in treatment
  - Funding source chosen in NJSAMS is “DAS Slot”
  - LOC in NJSAMS is correct
- ▶ **To streamline the process, please assure that NJSAMS files are correct and current ASAP**

# NJSAMS Accuracy, cont

- ▶ It is the provider's responsibility to assure that there is a PA for each eligible individual for the correct level of care and funding source.
- ▶ We will do our best to make sure that PAs are issued, but ultimately it is up to providers to obtain a PA.
- ▶ If a PA is not obtained administratively, the request should go through the IME on July 2
- ▶ We will not pay for services delivered after July 1 without a PA (can backdate 5 days)

# Timeline

- ▶ June 1 – Providers list of consumers in slots will be available on NJSAMS portal
- ▶ June 15– Provider must update the list indicating which clients require PAs
- ▶ June 30 – Slot contract terminated
- ▶ July 1 – Auto generated FFS authorizations issued for clients
- ▶ July 1– NJSAMS unavailable
- ▶ July 2– NJSAMS becomes available
- ▶ July 15, 2016 – Provider must bill on state PA number or it will cancel due to zero utilization

# Contact Information

- ▶ Please submit questions and concerns to the MBHO mailbox at:
- ▶ [MBHOInput@dhs.state.nj.us](mailto:MBHOInput@dhs.state.nj.us)
- ▶ Do not submit a NJSAMS ticket for issues related to the lists and PAs issued

# Questions