Prior Authorization Reinstatement Reference Guide

August 16, 2022

What is Happening:

On September 16, 2022, prior authorization (PA) requirements will be reinstated for 11 drug classes for new start medications for beneficiaries 22 years of age and older.

- "New start" is defined as either a new therapy or the first time the beneficiary has been prescribed the drug. Medi-Cal Rx will review claim Date of Service (DOS) up to 15 months to determine if the beneficiary is new to therapy.

- New start prescriptions for children and youth 21 years of age and under within these 11 drug classes will not be subject to PA reinstatement.

> **Notes**
> - **Medi-Cal Rx product-specific coverage criteria for enteral nutrition products and medical supplies products have not changed or been waived.**
> - **For prescriptions requiring a PA that do not have an approved PA (or a historical claim) on file, PA requirements will remain in place.**

For the list of drug classes for which PA requirements will be reinstated, see the *30-Day Countdown – Reinstatement of Prior Authorization (PA) Requirements for 11 Drug Classes*. The PA submission process will not change. The following information provides PA submission guidelines for the five methods to submit a PA.

> **Notes**
> - **Prospective PAs that are submitted prior to the transition policy being phased out for beneficiaries currently on a drug therapy and covered under the transition policy will not be accepted at this time.**

How to Submit a PA

There are five approved methods for submitting a PA to Medi-Cal Rx:

- CoverMyMeds®

- Medi-Cal Rx Secured Provider Portal

- National Council for Prescription Drug Programs (NCPDPs)

- Fax

- Mail

CoverMyMeds

CoverMyMeds is the most efficient and preferred method for submitting a PA to Medi-Cal Rx. CoverMyMeds interacts with both the Medi-Cal Rx Point-of-Sale (POS) claims processing system and with the Medi-Cal Rx Clinical Decision Module (CDM) to present covered alternatives and real-time PA determinations.

> **Notes**
> - **PAs submitted through any other channel will not display in CoverMyMeds.**

More information on using CoverMyMeds can be found in the *Medi-Cal Rx: CoverMyMeds How-To Guide* or on the CoverMyMeds website.

Medi-Cal Rx Secured Provider Portal

Registration is required to submit a PA via the Medi-Cal Rx Secured Provider Portal. Refer to the *User Administration Console (UAC) Quick Start Guide* for more information on how to register for UAC.

> **Notes**
> - **Both pharmacies and prescribers can submit a PA via the Medi-Cal Rx Secured Provider Portal.**

National Council for Prescription Drug Programs

P4 transactions are submitted directly from the pharmacy using the NCPDP layout. The pharmacy can request and submit a PA on behalf of the beneficiary or provider.

If submitting a PA request via a pharmacy POS, pharmacies must go to the Medi-Cal Rx Secured Provider Portal to upload attachments or fax additional information to the Medi-Cal Rx Customer Service Center (CSC) when needed. Refer to the *Medi-Cal Rx Options for PA Submission Guide* for detailed information.

Fax

Provide a complete signature and date on the PA form.

> **Notes**
> - **Stamps and initials are not valid forms of signature.**

Be sure to complete all required fields on the form including provider phone number, fax number, National Provider Identifier (NPI), service address, etc.

When submitting a PA via fax or mail, utilize the preferred *Medi-Cal Rx Prior Authorization Request Form*.

Other accepted PA forms:

- *Medi-Cal Form 50-1*
- *Medi-Cal Form 50-2*
- *California Form 61-211*

Providers can submit a PA request via fax to 1-800-869-4325.

Mail

Provide a complete signature and date on the PA form.

> **Notes**
>
> • **Stamps and initials are not valid forms of signature.**

Be sure to complete all required fields on the form including provider phone number, fax number, NPI, service address, etc.

When submitting a PA via fax or mail, utilize the preferred *Medi-Cal Rx Prior Authorization Request Form*.

Other accepted PA forms:

* *Medi-Cal Form 50-1*

* *Medi-Cal Form 50-2*

* *California Form 61-211*

Providers can submit a PA request via mail to the following:

Medi-Cal Rx Customer Service Center
ATTN: PA Request
P.O. Box 730
Rancho Cordova, CA 95741-0730

Prior Authorization – Completion Reminders

Below are some helpful reminders when completing PA requests:

* Provide all necessary information for a decision (i.e., if stating covered alternatives are not acceptable, provide context or other pertinent information such as lab results with dates).
* Provide all beneficiary diagnoses and the corresponding *International Classification of Diseases, 10th revision* (ICD-10).
* Provide tried-and-considered medications if applicable.
* Quantity and days of supply must be included.

- Do not use the beneficiary's Managed Care Plan (MCP) ID. Only use the following:
  - Benefits Identification Card (BIC) number
  - Cardholder Identification Number (CIN)
  - Health Access Plan (HAP) identification number
- Clinical information gathered will be used to determine medical necessity.
- PA forms may be returned if not filled out in their entirety.

Prior Authorization – Resources

See the *Prior Authorization Overview, Request Methods, and Adjudication* section of the [Medi-Cal Rx Provider Manual](#) for more information.

The following resources are available on the Medi-Cal Rx Web Portal to assist with submitting a PA:

- [Covered Products List](#)
- [Medi-Cal Rx Drug Lookup Tool](#)
- [*Medi-Cal Rx Prior Authorization (PA) Job Aid*](#) – Resource for submitting a PA via the [Medi-Cal Rx Secured Provider Portal](#)
- [Prior Authorization (PA) Case Review Process Flyer](#) – Flyer illustrating the case review process for claims that do not meet automatic PA rules
- [Medi-Cal Rx Pharmacy Transition Policy](#)
- [Five Ways to Submit a Prior Authorization (PA) Flyer](#)
- [Medi-Cal Rx YouTube Channel](#)

Contact Information

You can call the Medi-Cal Rx CSC at 1-800-977-2273, which is available 24 hours a day, 7 days a week, 365 days per year.

You can also submit questions via email to Medi-Cal Rx Education & Outreach at MediCalRxEducationOutreach@magellanhealth.com.