

PROVIDER BULLETIN

TOPIC: Preauthorization

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The purpose of this Provider Bulletin is to notify providers of the division's initial plans for preauthorization procedures. Wyoming Statute 27-14-601 (o) "The division pursuant to its rules and regulations may issue a determination of preauthorization for an injured worker's nonemergency hospitalization, surgery or other specific medical care, subject to the following."

Draft clinical guidelines were sent to provider's offices in June to seek input for five procedures. Carpal Tunnel Syndrome, Charite Artificial Disc, Single Lumbar Spinal Nerve Root Entrapment, Lumbar Fusion, and Cervical Treatment Guidelines. Multiple providers have returned excellent feedback, which is currently being reviewed for potential use in the guidelines. There will be future draft guidelines sent to you to obtain your expertise in developing them. We urge you to review the draft guidelines each time you receive one and return it with any changes or professional literature as the involvement from all community providers is needed to have quality patient care.

An online site has been created to access the division's preauthorization procedures. All of the clinical guidelines will be available to view and print at this site. Information will be accessible after the 2005 Rules and Regulations are promulgated. The Internet site is <http://doe.wyo.gov>. If you do not have on line access, you may also request a copy of a specific guideline be mailed or faxed to you by calling Patty Ware, RN at 307-777-3630 or Liz Sims, RN at 307-332-5766. *The above clinical guidelines will be the first group available once finalized.

In the interim, a registered nurse (s) will be screening musculoskeletal procedures against these draft clinical guidelines as well as the provider's medical record documentation to determine if the surgical procedure is medically necessary as related to work injury. The screening will be completed for injured workers having a date of injury **July 1, 2005 and forward.**

A critical step to proceed with the screening review will require the case analyst to accept the injury (open the case) and not have any objections. Ms. Ware will be using a one-page surgery screening worksheet to document medical information. She will contact the provider's office to notify you of the screening review. At your request, she can fax you a copy of the document to submit with your billing. Patty will be documenting the screening review in the injured worker's case file for ease in the billing process.

The proposed Rules and Regulations are anticipated to be operational in September. At that time, a one page surgery form will need to be completed by the provider and either e-mailed, faxed, or mailed to Patty Ware for the screening process to be initiated. The purpose of the provider completing this form is to ensure no mistakes in proposed procedures or coding are transmitted over the phone. Copies of the form will be available on line or can be faxed or mailed by contacting Patty Ware.

The preauthorization program is new and will be under development for sometime, so we encourage all feedback to make it efficient for you. Please watch for future Provider Bulletins to assist you in the preauthorization process.