

Tips for Successful Medication-Related Prior Auth Requests

A few tips for submitting accurate prior auth requests & receiving timely responses

Have Accurate, Detailed Member Information Ready

1 You can find this information on the Blue KC member's ID card:

Member ID Number	First Name	Zip Code
Date of Birth	Last Name	

Be Ready with Basic Drug Information

2 You will need the following information for your prior auth request:

Drug Name	Day Supply	Therapy Date (if needed)
Quantity	New/On-going	Directions

Enter or Confirm Prescribing Physician Information

3 The following information may be entered or edited:

Name	Address	Fax #
NPI	Work Phone	

Be Prepared to Answer Drug-Related Questions

4 During the prior auth process, you will be asked for information that will assist the pharmacist with review of the request. Questions may include (but are not limited to) topics such as:

Patient's diagnosis	Diagnosis code	Previous therapies
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One Last Tip: Document the Assigned # of Your Prior Auth Submission

EOC # (pharmacy – commercial) **Pass Key #** (pharmacy – MA/ACA) **Auth #** (medical)