



**INPATIENT AND OUTPATIENT SURGICAL PROCEDURES
PRIOR AUTHORIZATION REQUEST**

Please Return this cover sheet and all required information to: Attn: _____

Fax: (406) 523-3111

Mail: Allegiance Benefit Plan Management, Inc.
P.O. Box 3018
Missoula, MT 59806-3018

Phone: (800) 877-1122

Sent By: _____

COMPLETED BY ORDERING PHYSICIAN:

Patient Name:	Patient Health Plan ID #:	Patient Date of Birth:
Provider Name:	Provider TIN:	Provider Phone: Provider Fax:
Request Date:	Scheduled Date:	

Inpatient

Outpatient

Please provide the following information:

1. A complete description of the procedure(s) or treatment(s) for which pre-authorization is requested.
2. A complete diagnosis and all medical records regarding the condition that supports the requested procedure(s) or treatment(s), including, but not limited to, informed consent form(s) all lab and/or x-rays, or diagnostic studies;
3. An itemized statement of the cost of such procedure(s) or treatment(s) with corresponding CPT or HCPCS codes;
4. The attending Physician's prescription, if applicable;
5. A Physician's referral letter, if applicable;
6. A letter of medical necessity;
7. A written treatment plan; and
8. Any other information deemed necessary to evaluate the pre-authorization request.

Upon receipt of all required information, the Plan will provide a written response to the written request for preauthorization. Please allow 3-5 business days for a response.

The benefits available are conditional on the participant's employment status, plan eligibility, payment of premium, amount of benefits remaining, plan provisions and plan exclusions. If information obtained at the time of claim places the service(s) in an excluded category or definition, the claim will not be payable. The benefits quoted are not guaranteed. Final determination of benefits to be paid will be made at the time a claim is submitted for payment, with review of the necessary medical records and other information. Predeterminations are valid for 60 days from the issue date.