



# TRBHA BH- Prior Authorization



## **TRBHA Hospitalization Authorization and Concurrent Review Process**

### **STEP 1**

Determine eligibility of member, if member of AHCCCS BH TRBHA, proceed with the following steps:

### **STEP 2**

Notify TRBHA of admission.

### **STEP 3**

Fax initial authorization paperwork directly to AHCCCS. Paperwork to include-Completed cover letter, CON, initial psych eval, all available documentation of need, and hospital treatment plan.

### **STEP 4**

AHCCCS will review paperwork for medical necessity and fax the initial 72 hour authorization notice to the Facility and TRBHA.

### **STEP 5**

For all Recertification requests, the Hospital Provider should fax the RON, Physician's Progress note for the prior authorization dates of service, and hospital treatment plan to AHCCCS.

### **STEP 6**

AHCCCS will complete a concurrent review on the received documentation and will fax additional authorization days to the Facility and TRBHAS.

### **STEP 7**

Repeat steps 5 and 6 as needed for additional days of service.

### **STEP 8**

Fax notice of discharge and Discharge Summary to AHCCCS.

# Prior Auth Forms

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- <https://www.azahcccs.gov/PlansProviders/RatesAndBilling/FFS/priorauthorizationforms.html>