

# Quick Reference Guide MEDICAL/BEHAVIORAL HEALTH PROVIDERS

## IMPORTANT CONTACT INFORMATION

Provider Services: 1-800-556-0674 Member Services: 1-800-556-0689

Pharmacy Inquiry/J Codes only: 1-646-757-7979

NYRX Provider Line: 1-877-309-9493

Utilization Management - Medical: 1-888-364-6061

Utilization Management - Behavioral Health: 1-866-664-7142

Healthplex – For Providers - Dental Services: 1-877-282-7012 (UHCdental.com) Healthplex – For Members: 1-866-795-6493 (yourdentalplan.com/Healthplex) Versant-Vision Services: 1-800-773-2847 (providerhelp@versanthealth.com)

Review Claims and Eligibility: Visit our provider portal at amidacareonline.org.

For questions on authorizations, email *amidacarecosupport@monroeplan.com* (not intended for preauthorize request)

# **REQUESTING PRE-AUTHORIZATION SERVICES**

- **★ Call 1-888-364-6061** or fax the Pre-Authorization Form to **1-888-273-8296**
- ★ All out-of-network services MUST be pre-authorized.
- ★ Members can self-refer to any provider for an initial outpatient mental health visit.
- **★** Outpatient mental health services do not require authorization.
- ★ Inpatient behavioral health services, including psychiatric hospitalizations, detox and rehab require notification within 48 hours of admission.
- ★ Call 1-866-664-7142 for assistance with inpatient or outpatient mental health and inpatient detox/rehab services

Listed below are some of the most common services that require pre-authorization:

- ✓ All Out-Of-Network Services
- ✓ Home Care and Long-Term Care
- ✓ Durable Medical Equipment (DME) over \$500
- ✓ Skilled Nursing Facility Admissions
- ✓ Elective Admissions and Ambulatory Procedures
- ✓ Hormone Replacement Therapy for Transgender Members
- ✓ Medical Rehabilitation
- ✓ Gender Affirming Procedures

Please refer to your Provider Manual or call Provider Services at 1-800-556-0674 for more information regarding these services requiring pre-authorization.

#### **CLAIMS**

- ★ Mail medical paper claims to: AMIDA CARE Claims, P.O. Box 21455, Eagan, MN 55121
- ★ Electronic submitters use Amida Care submitter ID #79966
- **★** To check the status of a claim or to check eligibility, call Provider Services at **1-800-556-0674**
- ★ Mail Behavioral Health paper claims to: Carelon Behavioral Health Options, Amida Care Health Plan Claims Department, P.O. Box 1866, Hicksville, NY 11802-1866
- ★ Behavioral Health Electronic submissions are done through Carelon Behavioral Health eServices by going to www.carelonbehavioralhealth.com
  Carelon Behavioral Health Options Payor ID is BHOVO or BEACON963116116 and Amida Care plan ID is 029

#### **UPDATING YOUR PROVIDER PROFILE**

To make updates to your provider file (e.g., update a telephone number, add/change an address, or close your panel), you may contact us by phone at **1-800-556-0674** or by fax at **1-646-786-1803**.



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#### **APPEALS**

- ★ Utilization Management Appeals: Call 1-888-364-6061 or fax 1-888-273-8296
- ★ Amida Care Claims Appeals: Amida Care, Attn: Claims Appeals –14 Penn Plaza 2<sup>nd</sup> Floor New York, NY 10122
- ★ Pharmacy Appeals (J Codes only): Call 1-646-757-7979 or Call NYRX (877)-309-9493
- ★ Behavioral Health Appeals to: Carelon Behavioral Health Options, Amida Care Health Plan Claims Department,
  P.O. Box 1856, Hicksville, NY 11802-1856

## CARE COORDINATION DEPARTMENT

An Amida Care Coordinator can assist you with access to services and benefits including:

- ★ Locating / contacting a member
- ★ Accessing a member's utilization data
- **★** Coordinating transportation

- **★** Obtaining a consultation report
- ★ Securing a timely specialist appointment
- ★ Referral for case management or assistance with supportive/social services

# ASSESSMENTS/SERVICE PLANS

- ★ Initial Comprehensive Case Management Assessment/Service Plan should be completed within 60 days from the effective date of enrollment
- ★ Case Management Reassessment/Service Plans are required every six (6) months (180 days) or as indicated by member's status

★ Preventive Care

🖈 Either fax to: 646-786-1802 or mail to: Amida Care, 14 Penn Plaza, 2<sup>nd</sup> Floor, New York, NY 10122

#### **HEALTHY REWARDS MEMBER PROGRAM**

Allows members to receive incentives for completing basic health activities:

- Child and Adolescent Well Care Visits

★ Cancer Screenings

- **★** Health Screening and Services
- ★ Primary Care Physician Monitoring Visits

### **SPECIAL MEMBER PROGRAMS**

- ★ Health Home Provider Line 1-844-402-4277
- ★ Work Incentives Network Program/Peer Employment (WIN)
- ★ Live Your Life Events help members to be healthy, happy and fulfilled
- ★ Transgender Health Services *transgenderhealthservices@amidacareny.org*
- ★ Treatment Adherence Program 1-646-757-7686
- ★ Medication Therapy Management 1-877-309-9493
- **★** For more information, please contact Member Services **1-800-556-0689**

#### SERVICES COVERED BY MEDICAID FEE-FOR-SERVICE

Amida Care members access these services directly through Medicaid Fee-For-Service using their Medicaid ID Card:

- ★ Transportation (Medical Answering Services MAS)
- **★** Pharmacy

# THANKS FOR YOUR PARTNERSHIP!