

### **Prior Authorization Checklist**

Please review the following checklist of forms and documents that may be required for prior authorization.

- Review the health plan's specific guidelines for the prior authorization process
- Prior authorization form (if applicable)
- Updated letter of medical necessity with proposed treatment plan
- Patient authorization and notice of release of information
- Copy of the patient's health plan or prescription card (front and back)
- Supporting documentation
  - Patient history and physical findings
  - Healthcare provider's chart notes
  - Test and lab results
  - Hospital admission/emergency department note

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