



## ADMINISTRATIVE AUTHORIZATION PROCESS

The Administrative Authorization Process will be used by physicians to obtain payment from the patient's health plan for services for which John Muir Physician Network does not require prior authorization. Examples of the types of services where this may be used include in-office injectable medications or in-office infused medications.

The health plan authorization code below should be added to the physician's claim form.

HEALTH PLAN	ADMINISTRATIVE AUTHORIZATION CODE
AETNA	AET0020+patient's birth date
ANTHEM BLUE CROSS	BC0010 +patient's birth date
BLUE SHIELD	BS0060 +patient's birth date
BRAND NEW DAY	BND0030 +patient's birth date
CANOPY HEALTH	CH0090 + patient's birth date
CIGNA	CIG0080 +patient's birth date
HEALTH NET	HN0050 +patient's birth date
HUMANA	HUM0100 +patient's birth date
UNITED HEALTH CARE	UHC0070 +patient's birth date

If the health plan rejects or denies the claim and requests a hard copy of the authorization prior to payment then the physician should contact Barbara Reagan at 925-941-2661 to request an administrative authorization form. The form will be completed and signed by the physician.