

Is an authorization or referral required?

Find out on Availity Essentials

Availity Essentials™ has a feature healthcare providers can use to determine if an authorization or referral is required for a specific outpatient* service, based on the patient's Humana plan.

Advantages

- Save time by entering a few details to help determine if an authorization or referral is required.
- You'll receive a tracking number for the query for future reference (Humana Record Number).
- If you continue with an authorization/referral submission, the details you already entered are prefilled.

Getting started

1. Sign in to [Availity Essentials](http://www.availity.com) at www.availity.com (registration required) and begin the outpatient authorization or referral submission process as usual. (Select "Patient Registration," then "Authorizations & Referrals." Next, select "Authorization Request" or "Referral Request.")
2. Look for the screen heading, "LET'S DO A CHECK TO SEE IF AUTH/REFERRAL IS REQUIRED," and fill out the required fields.
3. Be sure to read the important bullet points on the bottom of the form in the gray box.
4. Review your results online and save the Humana Record Number for tracking purposes.

After viewing your results, if you would like to submit the authorization or referral, you can proceed without re-entering the data already provided.

Important considerations

Be sure to read the bullet points in the gray box at the bottom of the form for key points, such as those paraphrased below.

- Authorization requirements are based on the requesting provider. Services rendered by a different provider or facility may have different authorization requirements.
- In some instances, after identifying the service provider, you may be redirected to a vendor to complete your transaction.
- For nonparticipating providers caring for patients with a health maintenance organization (HMO) plan, authorization is always required, except for emergency care.
- This feature should not be used to check auth/referral needs for services provided for patients with Medicaid plans. Instead, select "Skip" and proceed with the auth/referral submission.

*This feature is not available for inpatient or behavioral health services.

We're here to help:

- Online: Visit: Provider.Humana.com/working-with-us/self-service-portal
- Registration assistance: Call Availity Client Services at **800-AVAILITY (282-4548)**, Monday – Friday, 8 a.m. – 8 p.m., Eastern time (excluding holidays).
- For the most recent version of this flyer, go to Humana.com/ProviderIsAuthRequired