Preauth & Care Plan Tool
Auto-Approvals

SUBMITTING A REQUEST FOR AUTO-APPROVAL

To reduce the time needed for preauthorization, Select Health has identified several services for which requests can be automatically evaluated (see **Table 1**). Follow the steps below to submit a preauthorization request for auto-approval:

1. Open the relevant Preauth & Care Plan Tool Quick Guide (**Inpatient** or **Outpatient**) and follow the instructions to create your request.

2. When a qualifying CPT code is entered in the **Service/Specialty Drug Request** section, an **Assessments** section will appear below. (If the Assessments section does not appear, the CPT codes used do not qualify for auto-approval.) Click the cog icon on the left and select **Start** to begin the assessment.

Table 1. Services Eligible for Auto-Approval

Service	Inpatient	Outpatient
CPAP/BIPAP Replacement		X
Eye Procedures		X
Hysterectomy	X	X
IP Stay Only (IP & BH-IP)	X	
Spinal Pain Injections		X
Tonsillectomy & Adenoidectomy		X
Total Joint (Hip and Knees)	X	X
Varicose Vein		X

3. Answer each of the assessment questions. After the last question, scroll to the top and click the **Complete** button on the left.

4. Continue with the **Documentation** and **Notes** sections as outlined in the Quick Guide. Once all the request sections are complete, click **Submit**.

5. To view the request decision, view the **Request Details** screen and look for the **Decision** column on the right.