

**PREAUTHORIZATION REQUEST FORM**

Last Name:

First Name:

DOB:

Member #:

Group #:

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**Preauthorization Request Information**

Please list **both** procedure/product code **and** narrative description.

CPT/HCPCS Code(s):

Durable Medical Equipment:

Rental

Purchase

Description:

Date of Service:

Length of Stay (if applicable):

Place of Service or Vendor  
Name:

Assistant Surgeon  
Requested?

Yes

No

Please list **both** diagnosis(es) code **and** narrative description:

1. ICD-9 code 717.83 ICD-10  
Code:

Description:

2. ICD-10 Code:

Description:

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Ordering Physician/Provider:

Office Location:

Referring Physician/Provider:

Date:

Contact Person:

Phone:

**Please note: Incomplete forms will delay the preauthorization process. Requests received after 3:00 PM are processed the next working day.**

**Acumen responds to preauthorization requests within 2 working days. A determination notice will be mailed to the requesting provider, facility , and patient.  
Please attach pertinent chart notes as appropriate.**

FOR INTERNAL OFFICE USE ONLY:

STATUS:

APPROVED

DENIED

PENDING

EXPLANATION

Date:

Acuity:

Initials:

Reason/Status:

**Field 11 Notes**

LOS Approved

Chart notes filled with  
preauthorization

Notes:

Field 10 Facility Copy