Hospital Preadmission Certification Program: Description

Whether you need surgery or are facing hospitalization for other treatment (including maternity), Preadmission Certification is a way to make sure that the hospital is the most appropriate place for your care and that you are confined only as long as your condition requires. It's also a program that will help you take full advantage of the medical benefits available to cover your treatment.

How Does Preadmission Certification Work?

When your doctor recommends that you or a member of your family be hospitalized, a team of physicians and nurses from the staff of [Medical Review Services Company Name] will work with your physician to explore the possible approaches to your treatment. [Medical Review Services Company Name] specializes in hospital review and other medical care management services. In some cases, there are alternatives to hospital confinement that provide the same quality care but with less disruption to your lifestyle or exposure to other illnesses. Outpatient surgical facilities, skilled nursing facilities, and home health care are just a few of the alternatives available. This opportunity to consider other options is a key ingredient of Preadmission Certification that allows the program to respond to your individual medical needs.

[Medical Review Services Company Name] will either certify that you need to be admitted to the hospital or will contact your doctor to discuss whether treatment at another type of medical facility is advisable.

If admission is certified, [Medical Review Services Company Name] will review your medical progress with your doctor every few days after you enter the hospital to certify that you continue to need to be confined.

If [Medical Review Services Company Name] does not certify the need for hospital admission or for continued confinement, your physician can request a review by a consulting specialist. This exchange of medical opinions ensures that you receive care in the most appropriate facility and that you stay only as long as your treatment requires.

How Does the Program Affect Your Medical Benefits?

If you or a member of your family are scheduled to go into the hospital, you are now required to have the need for non-emergency hospitalization reviewed prior to admission. If you fail to do this, your medical benefits will be reduced.

When your hospital admission and length of stay are certified as medically necessary, you receive the highest level of reimbursement available under your group medical plan. If [Medical Review Services Company Name] does not certify the hospital admission or the length of stay and you decide to be treated in the hospital anyway, you should be aware that your medical benefits will be reduced.

What to Do If It's an Emergency

If you are admitted to the hospital on an emergency basis, you (or a member of your family), your physician, or the hospital must notify [Medical Review Services Company Name] within
twenty-four hours following admission. If you are admitted on a holiday or weekend, call [Company Name] on the first business day following your admission.

How Is Care Certified?
Whenever your doctor recommends that you or a member of your family be admitted to the hospital, you must choose one of two easy ways to set the Preadmission Certification program in motion:

CALL
- You or your doctor can call [Medical Review Services Company Name] at the number shown on the review form.
- Complete and sign the Physician Information/Consent form and give it to your physician.

MAIL
- Complete the Patient portion of the Medical Review Request Form.
- Give the form to your physician to complete [Part 2]. In case your physician is not familiar with the Preadmission Certification program, a brief explanation appears on the back of the form.
- Ask your physician to mail the fully completed Medical Review Request form to [Medical Review Services Company Name]. [Medical Review Services Company Name] should receive the form seven to ten days prior to the date hospital admission is scheduled. If there are fewer than seven days before admission, your physician should phone [Medical Review Services Company Name] with the information and then mail the form.

[Medical Review Services Company Name] will notify you, your physician, and the hospital whether or not admission has been certified. After you are admitted to the hospital, your medical progress will be reviewed and the need for you to be hospitalized will be recertified every few days until you are discharged.

Benefits for You and Your Family
The Preadmission Certification program is an opportunity for you to:
- Become aware of alternative treatments that provide quality medical care.
- Receive the maximum benefits available under your group medical plan.
- Avoid hospital stays that are not needed or are too long.

When you or a family member faces a hospital stay, you will find it is to your benefit to use the Preadmission Certification program.

All insurance benefits are subject to verification of eligibility and contract limitations.