

FORWARDHEALTH PRIOR AUTHORIZATION / PREFERRED DRUG LIST (PA/PDL) FOR GROWTH HORMONE DRUGS COMPLETION INSTRUCTIONS

ForwardHealth requires certain information to enable the programs to authorize and pay for medical services provided to eligible members.

Members of ForwardHealth are required to give providers full, correct, and truthful information for the submission of correct and complete claims for reimbursement. This information should include, but is not limited to, information concerning enrollment status, accurate name, address, and member identification number (DHS 104.02[4], Wis. Admin. Code).

Under s. 49.45(4), Wis. Stats., personally identifiable information about program applicants and members is confidential and is used for purposes directly related to ForwardHealth administration such as determining eligibility of the applicant, processing prior authorization (PA) requests, or processing provider claims for reimbursement. Failure to supply the information requested by the form may result in denial of PA or payment for the services.

The use of this form is mandatory when requesting PA for certain drugs. If necessary, attach additional pages if more space is needed. Refer to the applicable service-specific publications for service restrictions and additional documentation requirements. Provide enough information for ForwardHealth to make a determination about the request.

INSTRUCTIONS

Prescribers are required to complete and sign the Prior Authorization/Preferred Drug List (PA/PDL) for Growth Hormone Drugs, F-11092. Pharmacy providers are required to use the PA/PDL for Growth Hormone Drugs form to request PA using the Specialized Transmission Approval Technology-Prior Authorization (STAT-PA) system or by submitting a PA request on the ForwardHealth Portal or on paper. Prescribers and pharmacy providers are required to retain a completed copy of the form.

Providers may submit PA requests on a PA/PDL form in one of the following ways:

- 1) For STAT-PA requests, pharmacy providers should call (800) 947-1197.
- 2) For requests submitted on the ForwardHealth Portal, providers may access www.forwardhealth.wi.gov/.
- 3) For paper PA requests by fax, pharmacy providers should submit a Prior Authorization Request Form (PA/RF), F-11018, and the appropriate PA/PDL form to ForwardHealth at (608) 221-8616.
- 4) For paper PA requests by mail, pharmacy providers should submit a PA/RF and the appropriate PA/PDL form to the following address:

ForwardHealth
Prior Authorization
Ste 88
6406 Bridge Rd
Madison WI 53784-0088

The provision of services that are greater than or significantly different from those authorized may result in nonpayment of the billing claim(s).

Note: For PA requests for Zorbtive, prescribers are required to complete only Section III of the form. Clinical documentation, including supporting medical records describing the medical need for Zorbtive should be included in Section VI of the form.

SECTION I — MEMBER INFORMATION

Element 1 — Name — Member

Enter the member's last name, first name, and middle initial. Use Wisconsin's Enrollment Verification System (EVS) to obtain the correct spelling of the member's name. If the name or spelling of the name on the ForwardHealth identification card and the EVS do not match, use the spelling from the EVS.

Element 2 — Member Identification Number

Enter the member ID. Do not enter any other numbers or letters. Use the ForwardHealth card or the EVS to obtain the correct member ID.

Element 3 — Date of Birth — Member

Enter the member's date of birth in MM/DD/CCYY format.

SECTION II — PRESCRIPTION INFORMATION

Element 4 — Drug Name

Enter the name of the drug.

Element 5 — Drug Strength

Enter the strength of the drug listed in Element 4.

Element 6 — Date Prescription Written

Enter the date the prescription was written.

Element 7 — Refills

Enter the number of refills.

Element 8 — Directions for Use

Enter the directions for use of the drug.

Element 9 — Name — Prescriber

Enter the name of the prescriber.

Element 10 — National Provider Identifier (NPI) — Prescriber

Enter the 10-digit National Provider Identifier (NPI) of the prescriber.

Element 11 — Address — Prescriber

Enter the address (street, city, state, and ZIP+4 code) of the prescriber.

Element 12 — Telephone Number — Prescriber

Enter the telephone number, including the area code, of the prescriber.

SECTION III — CLINICAL INFORMATION

Prescribers are required to complete the appropriate sections before signing and dating the PA/PDL for Growth Hormone Drugs form.

Element 13 — Diagnosis Code and Description

Enter the appropriate *International Classification of Diseases, Ninth Revision, Clinical Modification (ICD-9-CM)* diagnosis code and description most relevant to the drug requested. The ICD-9-CM diagnosis code must correspond with the ICD-9-CM description.

Element 14

Check the box to indicate whether or not the member has a diagnosis of Acquired Immune Deficiency Syndrome (AIDS) wasting disease or cachexia. Complete Section IIIB only if yes is checked in this element.

SECTION IIIA — CLINICAL INFORMATION FOR GROWTH HORMONE DRUGS

Element 15

Check the box to indicate whether or not the drug requested is a preferred growth hormone drug. If the drug is a non-preferred growth hormone drug, describe the reason for the request in the space provided.

Element 16

Check the box to indicate whether or not the member is 17 years of age or younger.

Note: For members 18 years of age or older, PA requests for growth hormone drugs must be submitted to ForwardHealth on paper.

Element 17

Check the box to indicate whether or not the prescription is written by an endocrinologist. The prescription must be written by an endocrinologist for the member to begin treatment with a growth hormone drug.

Element 18

Check the box to indicate the condition(s) for which the growth hormone drug will be used.

Element 19

Check the box to indicate whether or not the member had a recent stimulated response growth hormone test. Indicate the type of the most recent stimulated response growth hormone test, the date of the test, and the test result. In the STAT-PA system, indicate the test result as a three-digit number (e.g., if the test result is 5.6 ng/mL, indicate "056" on the STAT-PA request). Indicate information about additional test results (e.g., type of test, date of test, test result) in the space provided.

Element 20

Include the appropriate clinical and medical documentation for the PA consultant to make a determination about the request. Documentation may include the following: bone age results; growth charts and growth percentiles; growth plate results; growth hormone stimulation test results; imaging results; lab testing; medical office notes. Clinical documentation must be attached to each PA request.

SECTION IIIB — CLINICAL INFORMATION FOR SEROSTIM FOR AIDS WASTING DISEASE OR CACHEXIA

In Elements 21 through 24, prescribers should indicate "1" if the response to the question is yes. Indicate "2" if the response is no.

Element 21 — Diagnosis

The member must be at least 18 years of age and have a diagnosis of Human Immunodeficiency Virus to begin treatment with a growth hormone drug.

Element 22 — Member's Current Medical Condition

Indicate the member's current medical condition by responding to the clinical information listed in this section.

Element 23 — Evidence of Wasting Syndrome

The member must have either an unintentional weight loss of at least 10 percent or a gastrointestinal (GI) obstruction or malabsorption to qualify for treatment with a growth hormone drug.

Element 24

All of the clinical information listed must be tried and failed before a member may begin a course of therapy with a growth hormone drug.

SECTION IV — AUTHORIZED SIGNATURE

Element 25 — Signature — Prescriber

The prescriber is required to complete and sign this form.

Element 26 — Date Signed

Enter the month, day, and year the form was signed in MM/DD/CCYY format.

SECTION V — FOR PHARMACY PROVIDERS USING STAT-PA

Element 27 — National Drug Code

Enter the appropriate 11-digit National Drug Code for each drug.

Element 28 — Days' Supply Requested

Enter the requested days' supply.

Element 29 — NPI

Enter the NPI. Also enter the taxonomy code if the pharmacy provider's taxonomy code is not 333600000X.

Element 30 — Date of Service

Enter the requested first date of service (DOS) for the drug in MM/DD/CCYY format. For STAT-PA requests, the DOS may be up to 31 days in the future or up to 14 days in the past.

Element 31 — Place of Service

Enter the appropriate place of service code designating where the requested item would be provided/performed/dispensed.

Code	Description
01	Pharmacy
13	Assisted living facility
14	Group home
32	Nursing facility
34	Hospice
50	Federally qualified health center
65	End-stage renal disease treatment facility
72	Rural health clinic

Element 32 — Assigned PA Number

Enter the PA number assigned by the STAT-PA system.

Element 33 — Grant Date

Enter the date the PA was approved by the STAT-PA system.

Element 34 — Expiration Date

Enter the date the PA expires as assigned by the STAT-PA system.

Element 35 — Number of Days Approved

Enter the number of days for which the STAT-PA request was approved by the STAT-PA system.

SECTION VI — ADDITIONAL INFORMATION

Element 36

Include any additional information in the space provided. Additional diagnostic and clinical information explaining the need for the drug requested may also be included here.