

## FORWARDHEALTH PRIOR AUTHORIZATION DRUG ATTACHMENT FOR ANTI-OBESITY DRUGS INSTRUCTIONS

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

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

Under Wis. Stat. § 49.45(4), 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 service.

The use of this form is mandatory when requesting a PA for certain drugs. 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 Drug Attachment for Anti-Obesity Drugs form, F-00163, to request PA for anti-obesity drugs. Prescribers are required to retain a completed copy of the form.

Prescribers may submit PA requests on a PA drug attachment form in one of the following ways:

- For PA requests submitted through the Drug Authorization and Policy Override Center, prescribers may call 800-947-9627.
- For PA requests submitted on the ForwardHealth Portal, prescribers may access [www.forwardhealth.wi.gov](http://www.forwardhealth.wi.gov).
- For PA requests submitted by fax, prescribers should submit a Prior Authorization Request Form (PA/RF), F-11018, and the appropriate PA drug attachment form to ForwardHealth at 608-221-8616.
- For PA requests submitted by mail, prescribers should submit a PA/RF and the appropriate PA drug attachment form to the following address:

ForwardHealth  
Prior Authorization  
Ste 88  
313 Blettner Blvd  
Madison WI 53784

Providers should make duplicate copies of all paper documents mailed to ForwardHealth. The provision of services that are greater than or significantly different from those authorized may result in nonpayment of the billing claim(s).

### 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 to obtain the correct spelling of the member's name. If the name or spelling of the name on the ForwardHealth ID card and the Enrollment Verification System do not match, use the spelling from the Enrollment Verification System.

#### Element 2: Member ID Number

Enter the member ID. Do not enter any other numbers or letters. Use the ForwardHealth card or the Enrollment Verification System 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 – PROVIDER INFORMATION**

### **Element 4: Name – Prescriber**

Enter the name of the prescriber.

### **Element 5: Address – Prescriber**

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

### **Element 6: Phone Number – Prescriber**

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

### **Element 7: National Provider Identifier – Prescriber**

Enter the 10-digit National Provider Identifier of the prescriber.

### **Element 8: Name – Billing Provider**

Enter the name of the billing provider. Prescribers should indicate their name and National Provider Identifier as the billing provider on the PA request.

### **Element 9: National Provider Identifier – Billing Provider**

Enter the 10-digit National Provider Identifier of the billing provider.

## **SECTION III – PRESCRIPTION INFORMATION**

### **Element 10: Drug Name**

Enter the drug name.

### **Element 11: Drug Strength**

Enter the strength of the drug listed in Element 10.

### **Element 12: Date Prescription Written**

Enter the date the prescription was written.

### **Element 13: Directions for Use**

Enter the directions for use of the drug.

### **Element 14: Refills**

Enter the number of refills.

## **SECTION IV – CLINICAL INFORMATION**

Prescribers are required to complete the appropriate sections before signing and dating the Prior Authorization Drug Attachment for Anti-Obesity Drugs form.

### **Element 15: Diagnosis Code and Description**

Enter the appropriate and most specific International Classification of Diseases diagnosis code and description most relevant to the drug requested. The International Classification of Diseases diagnosis code must correspond with the International Classification of Diseases description.

### **Element 16: Height – Member**

Enter the member's height in inches.

### **Element 17: Weight – Member**

Enter the member's weight in pounds.

### **Element 18: Date Member's Weight Was Measured**

Enter the date the member's weight was measured in mm/dd/ccyy format.

**Element 19: Body Mass Index (BMI) – Member**

Enter the member's current BMI using the following equation.

$$\text{BMI} = \frac{703 \times (\text{weight in pounds})}{(\text{height in inches})^2}$$

Example: Height = 5'9"

Weight = 230 lbs

Figure out height in inches: 5 x 12 = 60 + 9 = 69

$$\text{BMI} = \frac{703 \times 230}{69^2}$$

$$\text{BMI} = \frac{161690}{4761}$$

$$\text{BMI} = 33.96$$

**Element 20: Goal Weight – Member**

Enter the member's goal weight in pounds. This should be a number agreed upon by the prescribing medical practitioner and the member.

**SECTION IV A – INITIAL AND RENEWAL COVERAGE REQUIREMENTS**

For an initial PA request, the prescriber should complete Sections IV A and IV B. For a renewal PA request, the prescriber should complete Section IV A.

**Element 21**

Enter the member's age.

**Note: Members must be 16 years of age or older for approval of PA requests for anti-obesity drugs, except for Saxenda and Xenical. Members must be 12 years of age or older to take Saxenda or Xenical.**

**Element 22**

Check the appropriate box to indicate whether or not the member is pregnant or nursing.

**Element 23**

Check the appropriate box to indicate whether or not the member has a history of an eating disorder (for example, anorexia, bulimia, or binge eating disorder).

**Element 24**

Check the appropriate box to indicate whether or not the prescriber has evaluated and determined that the member does not have any medical or medication contraindications to treatment with the anti-obesity drug being requested.

**Element 25**

Check the appropriate box to indicate whether or not the member has a medical history of substance abuse or misuse.

**SECTION IV B – INITIAL COVERAGE REQUIREMENTS**

Complete this section for initial PA requests for anti-obesity drugs.

**Element 26: BMI Requirements**

Check the appropriate box (A, B, or C) to indicate which set of BMI requirements the member meets. If B is checked, two or more of the member's current risk factors must also be checked.

**Element 27**

Check the appropriate box to indicate whether or not the member has participated in a weight loss treatment plan (for example, nutritional counseling, an exercise regimen, or a calorie-restricted diet) in the past six months and whether or not the member will continue to follow the treatment plan while taking an anti-obesity drug. If yes, describe the treatment plan in the space provided.

**SECTION V – AUTHORIZED SIGNATURE**

**Element 28: Signature – Prescriber**

The prescriber is required to complete and sign this form.

**Element 29: Date Signed – Prescriber**

Enter the month, day, and year the form was signed in mm/dd/ccyy format.

**SECTION VI – ADDITIONAL INFORMATION**

**Element 30**

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