

There are two oncology prior authorization orders included in all cycle one PowerPlans of all regimens, based on the type of regimen. When providers place cycle one orders for a regimen, the Prior Auth order(s) automatically fire a message to the designated Prior Authorization Message Center pool.

### Oncology Prior Authorization Overview

- There are two oncology prior authorization orders included and pre-selected in all cycle one PowerPlans of all regimens based on the type of regimen.
  - **Prior Auth for Infusion Treatment:** Included in all IV and IV/Oral combination regimens.
  - **Prior Auth/Teaching to Oral Chemo Pharmacy:** Included in all Oral and IV/Oral combination regimens.
- When a provider orders a regimen, the Prior Auth order(s) automatically fire a message to the designated Prior Authorization Message Center pool per location. This applies to both orders listed above.

### Prior Authorization Pool Crosswalk

The message is automatically sent once the Prior Auth orders are signed and is routed to the designated Prior Authorization Message Center pool depending on the order placed and the location. The Scheduling Location will populate with the location from which the regimen orders were placed on by default. Here is a crosswalk of what messages are sent to each pool for each location.

Order	Location	Pool
<b>Prior Auth for Infusion Treatment</b>	NL Cancer Care Presque Isle Med Onc	NL Med Onc Presque Isle Infusion/Injection Med Auths
	NL Cancer Care Brewer Med Onc	NL Med Onc Brewer Infusion/Injection Med Auths
	NL Cancer Care Ellsworth	NL Cancer Care Ellsworth Infusion/Injection Med Auths
	NL Pediatric Cancer Care Brewer	NL Pediatric Cancer Care Brewer Infusion/Injection Med Auths
<b>Prior Auth/Teaching to Oral Chemo Pharmacy</b>	NL Cancer Care Presque Isle Med Onc	NL Med Onc Presque Isle Oral Med Management
	NL Cancer Care Brewer Med Onc	CCOM Oral Med Management
	NL Cancer Care Ellsworth	NL Cancer Care Ellsworth Oral Med Management
	NL Pediatric Cancer Care Brewer	NL Pediatric Cancer Care Brewer Oral Med Management

## Prior Authorization Staff Workflow

### ➤ Reviewing Messages

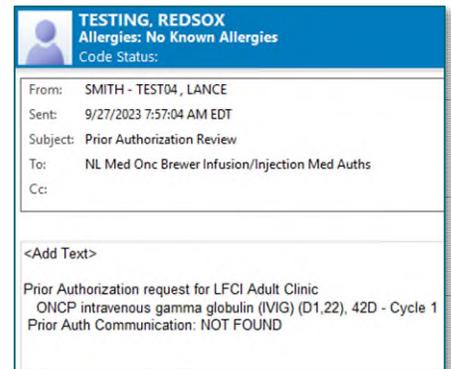
**STEP 1:** In **Message Center**, go to the **Pools** tab.



**STEP 2:** Select the appropriate prior authorization pool for the location from the list.

**STEP 3:** A list of messages for the pool displays in the **Messages** section.

- Locate the patient's name and double-click the message to open.



**STEP 4:** Click the patient's name in the top right of the patient toolbar (next to Recent) to open the patient's chart.



**STEP 5:** Patient's chart opens to the default position view. Click the **Infusion Prior Authorization** MPage tab.

## Chart Review Using the Infusion Prior Authorization MPage

The **Infusion Prior Authorization MPage** contains several components which can be used to review the patient's chart for their treatment regimen and other pertinent information for obtaining prior authorization in one spot.



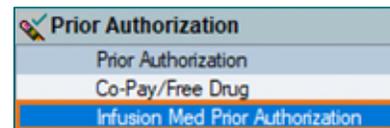
- **Oncology Chemotherapy Review:** Current and historical chemotherapy treatment information displays here.
- **Prior Authorization:** Documentation from the **Infusion Med Prior Auth** section in of the Prior Authorization iView band populates here.
  - Staff can use this component to quickly review prior authorization information right within the MPage.
- **Staging:** Staging documentation completed by the provider displays.
- **Documents:** Displays various provider notes, consents, phone message, and much more here.
- **Problem List:** Displays all the documented diagnoses, both this visit and chronic problems in the patient's chart.
- **Order Details:** The Active Orders and Inactive Orders sections both contain the **Prior Auth for Infusion Treatment** and **Prior Auth/Teaching to Oral Chemo Pharmacy** orders for the patient.

## Documenting Prior Authorization

**STEP 1:** To quickly access iView from the **Infusion Prior Authorization** MPage, click the **Prior Authorization** component header.



**STEP 2:** Use the **Infusion Med Prior Auth** section of the **Prior Authorization** band in iView to document prior authorizations for infusion medications.



**STEP 3:** All updates for the prior auth (i.e., auth was pending and is now approved, adding additional comments, etc.) are done in iView.

**NOTE:** The **Prior Authorization** section of the **Prior Authorization iView** band will continue to be used to document all other prior authorization information (i.e., imaging, surgery, labs, etc.)

**STEP 4:** If the authorization is declined and/or requires a peer-to-peer consult, notify the provider of the authorization status by sending a message via Message Center, and the provider will take the appropriate action and then reply.

**STEP 5:** Once prior authorization has been obtained, enter a note in the message, if applicable. Then, delete the message by clicking **Delete**.