



## PRECERTIFICATION CHECKLIST

To expedite the process, please have the following information ready before logging on to NIA Magellan's <sup>1</sup> website or calling the NIA Magellan Utilization Management staff at the number below (\*denotes required information):

- Name and office phone number of ordering provider.\*
- Member name and ID number.\*
- Requested procedure.\*
- Name of provider office or facility where the service will be performed.\*
- Anticipated date of service (if known).
- Details justifying the procedure.\*
- Symptoms and their duration.
- Physical exam findings (including findings applicable to the requested services) and conservative treatment patient has already completed (e.g., physical therapy, chiropractic or osteopathic manipulation, hot pads, massage, ice packs, and medication).
- Results and/or reports of preliminary procedures already completed (e.g., X-rays, CTs, lab work, ultrasound, scoped procedures, referrals to specialist, and specialist evaluation).
- Reason the study is being requested (e.g., further evaluation, rule out a disorder).

Please be prepared to forward the following information, if requested:

- Clinical notes.
- Reports of previous procedures.
- Specialist reports/evaluation.

To initiate a precertification request,  
visit [RadMD.com](http://RadMD.com) or call 1 (866) 306-9729 toll-free.

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<sup>1</sup> NIA Magellan refers to National Imaging Associates, Inc.