Guidelines for Preparing Questionnaire for a Prior Authorisation Procedure

- List the documents based on which this questionnaire is being prepared. It can be the CMS document, or a Payer Guideline. Attach this document as a resource.
- Preferably the document should be showcased to the user as a link/side tab.
- For every question being asked to the User/Provider to as far as possible do the following
    - Get the relevant code -- LOINC/ICD/SNOMED-CT -- If the relevant code is not available , document the same and ***raise an issue for the same***.
        - ■
        - ■ *Example :- Provide the MMSE Score for the patient*
        - ■ We should get the relevant medical code for MMSE score. If the medical code is available, prepopulate the data from the FHIR server if available. Else, let the user input the score.
        - ■ If the medical code is not available, raise an issue, But still let the user input the score.
- As far as possible, most of the questionnaire should be prepared in the format of easy inputs
    - Radio Button is preferable to Selection, Selection is preferable to Text Input. Text Input is preferable to Attachment.
- It is better to avoid the usage of Required **True** unless it is very critical to the PA procedure. As it is an evolving product and we are not the domain experts, it is better to be careful on this front.
- If Applicable, try to get the derived questionnaire, so as to avoid duplicate documents.
- Check for common questionnaire for multiple payers.
- In places where the question leads to multiple answers, handle appropriately.
- In the Future, only the following documents resources will be considered as Attachments for Medical Records, everything else to be based on a resource from the FHIR server. Let us also, try to stick to this as far as attachments go.
    - Consult Note
    - Diagnostic Imaging Report
    - Discharge Summary
    - History and Physical
    - Operative Note
    - Procedure Note
    - Unstructured Documents
    - Progress Notes
    - Continuity of Care Document
    - Consult & History & Physical Note Document
    - Summary Documents using HL7 CCD
    - Referral and Discharge Summary
    - Scanned Document

Points to Ponder

Look for Relevant codes -- Probable automation
Multiple Codes for One Specific Condition -- Judgement Call -- How to authenticate ?