

This function (currently limited to certain Medicare and Retirement membership in NY, NJ & CT - please review your Provider Administrative Guide for additional information) allows you to determine if Notification/Prior Authorization is required for specific services in conjunction with diagnosis/procedure codes.

Getting Started

1. Login to UnitedHealthcareOnline.com

User ID:
 Password: LOGIN
[Forgot User ID](#) [Forgot Password](#) [New User](#) [Bookmark This Site](#)

2. Select **Notification/Prior Authorization Required Inquiry** from the **Notifications/Prior Authorizations** drop down menu.

Notifications/Prior Authorizations	To
Referral Submission	
Referral Status	
Notification/Prior Authorization Required Inquiry	

Patient Information Search

1. Search for **Patient Information**

Patient Information:

Search by:

Enrollee#, DOB Search

Enrollee#, Name Search

Alpha Search

Swipe/Scan Health Care ID Card

* Enrollee Number * Date of Birth (mm/dd/yyyy)

SEARCH


NOTE: Depending on the search method and enrollee coverage, all family members may display. Select the appropriate patient by clicking the radio button next to the name and click the Continue button.

NOTE: For additional information on Search options refer to the **Notification/Prior Authorization Required Inquiry Step by Step Help**.

Notification/Prior Authorization Query

1. Select **Service Details** section. Select **Place of Service** and **Service Details** from the drop-down box. Enter the **Date of Service**.
2. Search for **Requesting Provider Information** section. Select the **Corporate Tax ID Owner**, **Physician/Provider Tax ID**, **Physician/Provider Name**, and **Physician/Provider Address** from the drop-down menu unless pre-populated.


Notification/Prior Authorization Query (continued)

3. Enter the Diagnosis Codes or search using the  icon.


Diagnosis Codes:

*At least one Diagnosis Code is required


*Diagnosis Code:

1  [Lookup Diagnosis Code by Keyword](#)


Diagnosis Code:

2  [Lookup Diagnosis Code by Keyword](#)

Diagnosis Code:

3  [Lookup Diagnosis Code by Keyword](#)


ADD MORE DIAGNOSIS CODES

4. Enter the Procedure Codes or search using the  icon.


Procedure Codes:

*At least one Procedure Code is required.


*Procedure Code:

1  [Lookup Procedure Code by Keyword](#)

Procedure Code:

2  [Lookup Procedure Code by Keyword](#)

Procedure Code:

3  [Lookup Procedure Code by Keyword](#)

ADD MORE PROCEDURE CODES

5. Once all sections have been completed click **Submit Inquiry**.

Notification/Prior Authorization Inquiry Summary

1. If **Yes** a Notification/Prior Authorization is required for one or more of the procedures you have entered, you may continue with the Submission of the Notification/Prior Authorization by clicking on **Initiate Notification/Prior Authorization**.

Prior Authorization Inquiry Summary:

Decision ID: D208173

Prior Authorization is required for one or more of the procedures you have entered. You may continue with the Submission of the Notification/Prior Authorization by clicking on the initiate button below

2. If **No**, a Notification/Prior Authorization is not required. Print the page for your records using the page link.

NOTE: For additional information on **Notification/Prior Authorization Inquiry Summary** message detail, refer to the **Notification/Prior Authorization Required Inquiry Step by Step Help**.