



Pediatric Duty Nurse

RN-LPN Reallocation Summary & Template

Prior Authorization Requests (PARs) for Private Duty Nurse (PDN) visits include five revenue codes: 552, 559, 580, 581 and 582. Each of these revenue codes have the same value (1 unit = 1 hour) and can be reallocated to meet the members need.

While PDN PARs are approved for a specific number of units of each code, in certain cases PDN providers may reallocate approved units between 552, 559, 580, 581 and 582 on a particular Review and may add additional revenue codes as long as you do not exceed the hours approved within the same Review. *(Note: Units may be changed, but the total number of approved hours must remain the same.)*

In order to reallocate units within a Review, you must provide 1) the balance available per revenue code at the time of request with the total hours as well as 2) the exact amount of units you want allocated to revenue codes with 3) NEW TOTALS FOR THE ENTIRE DURATION OF THE AUTHORIZATION PERIOD with the total hours per Review.

To request such a re-allocation, submit a helpline ticket using the template below.

Template

Review ID [list Review # here] is Approved from [list 'from date' here] through [list 'thru date' here]

total units of 552= [list amount of units that were originally approved here]
total units of 559 = [list amount of units that were originally approved here]
total units of 580 = [list amount of units that were originally approved here]
total units of 581 = [list amount of units that were originally approved here]
total units of 582 = [list amount of units that were originally approved here]

A total of _____ hours

The following number of units remains for each code:

552 = [list remaining # of 552 units here]
559 = [list remaining # of 559 units here]
580 = [list remaining # of 580 units here]
581 = [list remaining # of 581 units here]
582 = [list remaining # of 582 units here]

Please re-allocate the number of units as follows, effective [list new 'from date' here]:

552 = [list desired # of re-allocated 552 units here]
559 = [list desired # of re-allocated 559 units here]



580 = [list desired # of re-allocated 582 units here]
581 = [list desired # of re-allocated 582 units here]
582 = [list desired # of re-allocated 582 units here]

A total of _____ hours

Example

In this example, a PDN provider is requesting 100 units of code 552 be re-allocated into 100 units of code 582.

Review ID 123456 is Approved from 10/15/2019 through 10/13/2020 for the total of

552 = 325 units
559 = 260 units
580 = 0
581 = 0
582 = 0

A total of 585 hours

The following number of units remain for each code:

552 = 320 units
559 = 240 units
580 = 0
581 = 0
582 = 0

The total number of units per revenue code per the entire duration of the review:

552 = 225 units
559 = 260 units
580 = 0
581 = 0
582 = 100 units

A total of 585 hours

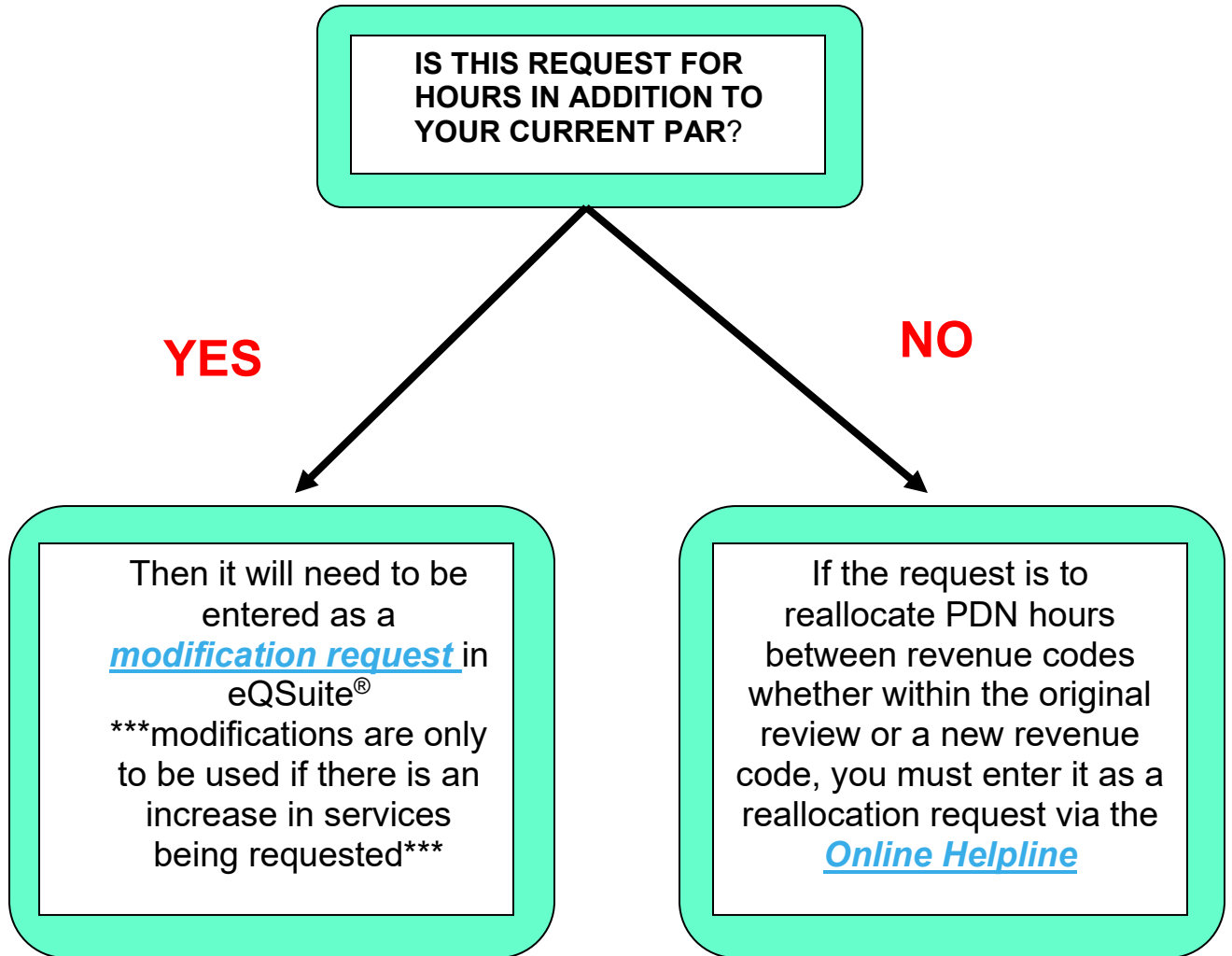
The hours will match at the beginning and end of the Review Reallocation.

Reallocation Requests & Changes to PARS

A PAR must be current and active for changes to be transmitted on the PAR. You will need to submit all requests via a helpline ticket a minimum of 3-5 business days prior to the end date of the par to allow for processing time. It is recommended that these changes be submitted as far in advance as feasible to allow for communication if there are any discrepancies or issues that will prevent completion. Please be sure to include all pertinent information. For reallocation of units requests you must provide the balance available per revenue code at the time of request as well as the exact amount of units you want allocated to each revenue code for the entire duration of the authorization period of that Review.



Helpline Request PDN Reallocation





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