SUBMITTING A CLAIM FOR SAME DAY AUTH

A Same Day Auth checkbox is available for users to select when a claim is generated with an Insurance Payor that requires Same Day Authorization. To begin, create the Patient Agreement (PA) following the standard workflow, reference the NEW PA Guide as needed.

Once the claim is in Ready for Billing/Not Submitted status, users will have the option to select the Same Day Auth check box next to the Submit to Billing button on the Patient Agreement. The checkbox is required to be selected **PRIOR** to completing submission to billing.

Key Reminders:

- Users will need to complete the PA, select the Same Day Auth checkbox, and submit the claim to billing on the Same Day the PA is created to ensure the claim is eligible for Same Day Auth.
- Users will need to utilize Insurance Payor knowledge to identify Same Auth Requirement