



# River Park Hospital

## MCM-1/WVMI APPROVAL PROCESS

RIVER PARK HOSPITAL

### **WHEN WVMI AUTHORIZATION IS NEEDED TO SECURE A RESIDENTIAL PLACEMENT, YOU WILL NEED TO:**

- Schedule your youth with a physician to complete the MCM-1. Any physician can complete this document; it does not have to be a psychiatrist.
- You will need to fax a copy of the MCM-1 along with supporting documentation to WVMI at 1-800-550-1415. Please call them at 1-304-346-9864 x 3280 to confirm that they received your packet of information. They receive many faxes and it is easy for them to be misplaced. Without supporting documentation, it may be denied.
  - \*Supporting documentation includes: psychiatric evaluations, psychosocial evaluations, social summaries, progress reports, MDT notes/recommendation for the placement, or any documentation that would support why the youth needs the residential placement.
- WVMI will call you with a pre-authorization number and will fax you a copy of the letter to you which the placement will need. You can call to check on the status at any time.
- If denied, a written request for reconsideration can be done.

### **WHEN WVMI AUTHORIZATION IS NEEDED TO SECURE A SUB-ACUTE PLACEMENT, YOU WILL NEED TO:**

- Schedule your youth with a physician to complete the MCM-1. Any physician can complete this document, it does not have to be a psychiatrist.
- You will need to fax a copy of the MCM-1 along with supporting documentation to WVMI at 1-800-550-1415. Please call them at 1-304-346-9864 x 3280 to confirm that they received your packet of information. They receive many faxes and it is easy for them to be misplaced. Without supporting documentation, it may be denied.
  - \*Supporting documentation includes: psychosocial evaluations, social summaries, a recent admission summary from an acute hospitalization or any documentation

that would support why the youth needs the placement.

- Sub-acute criteria includes one of the following: current living environment does not provide the type of support for therapeutic efforts to proceed at a lower level of care, this level of care is needed to prevent acute inpatient hospitalizations and can't be treated in outpatient, or youth's behavior places them at high risk for harming self/others or destruction of property.
- WVMI will call you with a pre-authorization number and will fax you a copy of the letter to you which the placement will need. You can call to check on the status at any time.

WVMI prior authorization website: <https://secure.wvmi.org/priorauth>