# **Special Bulletin**

### For professional and facility providers

June 28, 2024

## Electronic Authorization Tool Update: Enhanced Functionality and Important Reminders

We are pleased to announce recent updates to Highmark's Electronic Authorization Tool, Predictal, available through <u>Availity Essentials</u>. They were designed to improve your experience and streamline the authorization process, and they are available **now** for you and your staff to start exploring.

#### **Key Enhancements**

• Searchable Provider Dropdown:

The dropdown list for selecting providers is now searchable by practitioner or group, enabling you to find the submitting provider quickly and addressing a previous limitation of the dropdown not showing more than 300 providers.

*Tip: Search by the practitioner's NPI or Highmark Blue Shield ID (BSID) for the most precise results.* 



#### • Contact Information Edits:

You can now edit the submitting provider's contact information directly within the tool.

*Tip: These changes only apply to the authorization being submitted and will need to be* 

| Address type                                    | Address | 1    | ₹ City *                  | State 👳 Zip code 👳        | Contact Details |
|---|---------|------|---------------------------|---------------------------|-----------------|
| Provider Info<br>Provider type<br>Select<br>NPI |         |      | International<br>Provider | Address<br>Address type * | Clear           |
|   | Tax ID  | BSID |                           | Address Line 1*           |                 |
|   |         |      |                           | Address Line 2            |                 |

reentered for any subsequent authorizations. For a permanent change, you must update your Highmark demographic profile. More information on how to do so below under "Important Reminders."

 "Copy as Performing Provider" Feature: You can now easily copy the information from the "Submitting Provider" screen to the "Performing Provider" section – if they are the same – saving you time and effort.



#### **Important Reminders**

- **Contact Information:** Remember that editing contact information within the tool does not update your official Highmark demographic file yet. (We're working on a possible future capability to do just that.) To update your provider file, sign into *Availity Essentials > Choose State > Select Highmark Blue Shield or Highmark Blue Cross Blue Shield Payer Spaces > Applications > Provider Data Management.*
- **Practice/Facility Selection:** If the submitting or performing provider is associated with multiple practices or facilities, carefully select the correct location when using the search feature to avoid errors when submitting your authorization.

| 1. Member Search |                       | 2. Authorization Details |                           |        | inter Provider    | 4. Review Authorizatio |              |       |
|------------------|-----------------------|--------------------------|---------------------------|--------|-------------------|------------------------|--------------|-------|
| Subm             | nitting Provi         | ider                     |                           |        |                   |                        |              |       |
| () s             | elect provider        |                          | 0                         | Searc  | h providers       |                        |              |       |
| Search           | h For (Please S       | Select /                 | Appropriat                | e Prov | vider Type) •     |                        |              |       |
|                  |                       |                          |                           |        | Facility / Vendor |                        |              |       |
| Search           | h by •                |                          |                           |        |                   |                        |              |       |
|                  | ·                     | <ul> <li>Nan</li> </ul>  | ne                        |        |                   |                        |              |       |
|                  | Name *                | 0                        | Last Nar                  | ne •   |                   |                        |              |       |
|                  |                       |                          |                           |        | Se                | arch                   |              |       |
| 10 ma            | Practice<br>Group NPI |                          | Practice<br>Group<br>Name |        | Practitioner NPI  | Practitioner           | Practitioner | Prac. |
|                  |                       |                          |                           |        |                   |                        |              |       |
|                  |                       |                          |                           |        |                   |                        |              |       |
|                  |                       |                          |                           |        |                   |                        |              |       |

#### Never Used Availity or Need Help?

- **Get Registered:** If your organization is not already registered with <u>Availity</u>, go to the <u>Register and Get</u> <u>Started with Availity Essentials</u>.
- **Authorization Submission Guidance:** To learn more about how to submit an electronic authorization, refer to the following resources:

- Inpatient Authorization Submission Guide
- Outpatient Authorization Submission Guide
- "Availity Essentials Introduction for Highmark Providers Recorded Webinar" Find this course with guidance on submitting authorizations by searching the Availity Learning Center (ALC). The authorization content starts at 00:29:38 in this video.

We encourage you to explore the updated features and take advantage of the enhanced functionality. Thank you for your feedback as we continue to improve our tools.

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