

Tools and Resources

for Physicians and Other Healthcare Providers

Making It Easier

for Physicians and Other Healthcare Providers Humana.com/MakingltEasier

This document provides an inventory of commonly used self-service tools and resources Humana created to make it easier for you to find the information you need. The information is categorized by function, to guide you more directly to what you need. When downloaded, this document becomes uncontrolled. Do not rely on printed copies for the most up-to-date version; instead, please use the links below.

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Eligibility and Benefits

Overview	 Check the patient's benefits Identify an HMO patient's primary care provider Obtain your patient's ID number by searching by Medicare Beneficiary Identifier 	 Found at Availity.com → Patient Registration → Eligibility and Benefits Inquiry
Humana ID card	View and/or print a patient's ID card	 Found at Availity.com → Payer Spaces → Humana → Applications → View ID Card
Member summary	Access a 365-day summary of a patient's medical history for specific, clinically relevant information, including quality data for HEDIS® and Star measures	 Found at Availity.com → Patient Registration → Eligibility and Benefits Inquiry
Patient care summary	Download medical history by entering a date range. (Summary includes a history of radiology and immunization.)	 Found at Availity.com → Patient Registration → Eligibility and Benefits Inquiry
Care reminders	 Obtain clinically relevant information specific to the patient Identify opportunities for screenings, lab tests or other treatment 	 Found at Availity.com → Patient Registration → Eligibility and Benefits Inquiry
Accumulated benefits and deductibles	Access patient coverage and benefit information, including copayment, coinsurance and deductible details	 Found at Availity.com → Patient Registration → Eligibility and Benefits Inquiry
Patient cost estimator (for professional claims only)	 Submit service, diagnosis and procedure information to calculate a patient's estimated financial responsibility. Includes: Deductibles Copayments 	 Found at Availity.com → Patient Registration → Eligibility and Benefits Inquiry

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Preauthorizations and Referrals

Authorizations and referrals	 Submit new referral and authorization requests Use the "add clinical documents" feature to seamlessly share medical record information with requesting Humana departments 	 Found at Availity.com → Patient Registration → Authorizations and Referrals
Authorization management	 Inquire about existing inpatient and outpatient authorizations and referrals Use the "add clinical documents" feature to seamlessly share medical record information with requesting Humana departments 	 Found at Availity.com → Payer Spaces → Humana → Applications → Authorization Management
Medical and pharmacy coverage policies	Obtain information on evaluation and coverage of medical procedures, devices and medications being investigated or recently introduced for the treatment of various conditions	Found at Humana.com/CoveragePolicies
Preauthorization and notification lists	 Find lists of medical procedures, devices and medications for which preauthorization may be required Includes procedure codes 	Found at Humana.com/PAL
Behavioral health guidelines	Submit preauthorization requests for behavioral health and substance abuse services for Humana Medicare Advantage and commercial members	 Found at Availity.com → Patient Registration → Authorizations → Select Humana Behavioral Health in the Payer dropdown list



	Consult clinical practice guidelines for behavioral health issues	• Found at Humana.com/Provider/Support/Clinical/Behavioral-Health-Guidelines
Utilization management partners	 HealthHelp Request authorization for diagnostic imaging; radiation therapy, infacility sleep studies, cardiac imaging, devices and interventions, select surgical procedures and endoscopies. Submit requests and clinical documentation, along with status updates and copies of notifications with WebConsult. Musculoskeletal services 	Found at Portal.HealthHelp.com/Landing/?p=8C06A8AB76BED882
	 Cohere Health (all states): Request preauthorization for pain management, musculoskeletal procedures, therapy and a limited set of other services, requested for musculoskeletal indications (diagnostic imaging, durable medical equipment, home health, post-surgery IP admissions) 	Found at Next.CohereHealth.com
	 Chemotherapy services OncoHealth* (for practices in CT, DE, FL, GA, MA, MD, ME, NH, NJ, NY, PA, RI, TX, VT and outside the United States): Obtain general information and forms; submit preauthorization requests *Formerly known as Oncology Analytics New Century Health secure provider portal (all other states except HI): Obtain general information and forms; submit preauthorization requests 	Found at Humana.com/Provider/Medical- Resources/Authorizations-Referrals/Chemotherapy-New-
	 Tivity Health, Inc: Obtain information about fitness and health products primarily for seniors and older adults. WholeHealth Networks, Inc: Administers leased network management, utilization management and claims payment for chiropractic, acupuncture, naturopathy and therapeutic massage services. Services vary by line of business and state. Chiropractic network and UM services: Available in AZ, GA and So FL (PPO plans only); IL; IN counties bordering IL, KY, OH; KY; OH. Preauthorization from WHN required beginning with initial visit. Acupuncture: Available in AZ, CO, CT, FL, HI, ID, ME, MA, MO, NH, NJ NM, NY, OH, OR, UT, VA, VT and WA. Preauthorization from WHN required beginning with initial visit. Naturopathy: Available in OR and WA Therapeutic massage: Available in FL 	 Found at TivityHealth.com/Products/SilverSneakers Found at WholeHealthPro.com



WholeHealth Living Choices	•	Found at Humana. Whole Health MD. com
 Physical medicine and integrative health solutions discount network 		
- Members can access more than 35,000 provider and vendor discounts		
 Services members receive are not part of their health benefits plan; 		
therefore, no referrals or pre-certifications are required.		

Clinical Policies and Documentation

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Medical and pharmacy coverage policies	Obtain information on evaluation and coverage of medical procedures, devices and medications being investigated or recently introduced for the treatment of various conditions	Found at Humana.com/CoveragePolicies
Preauthorization and notification lists	 Find a list of services and medications for which preauthorization may be required View procedure codes 	Found at Humana.com/PAL
Clinical support	Review clinical and behavioral health guidelines, Medicaid materials, medical services and procedures that may require medical records review, and many other resources	Found at Humana.com/Clinical
Social determinants of health (SDOH) coding resources	 Obtain a best practices document about addressing a patients' social health needs View ICD-10-CM codes 	Found at PopulationHealth.Humana.com/WP- Content/Uploads/2021/10/FINAL-LC14832ALL1021-A- SDOH-Coding-Flyer-Humana.pdf
Claim coding and inquiry process guidelines	Find detailed information about Humana's claim coding guidelines to assist you in accurately documenting and coding diagnoses and services provided to your Humana-insured patients	Found at Humana.com/ClaimsCoding

Medical Claim Policies and Code Editing

Humana's claims payment policies	Access information about reimbursement methodologies and acceptable billing	Found at Humana.com/ClaimsPaymentPolicies
	Reduce delays in processing claims and avoid rebilling and additional requests for information	
Claim processing edits	Access policies and claims payment systems aligned with correct-coding initiatives	Found at Humana.com/Edits
Code edit simulator	Submit billing scenarios to receive instant responses about code edits	 Found at Availity.com → Payer Spaces → Humana → Applications → Code Edit Simulator
Research procedure code edits	Submit specific questions about code editing	 Found at Availity.com → Payer Spaces → Humana → Applications → Research Procedure Code Edits
Making It Easier for Physicians and Other Healthcare Providers	Access a library of briefvideos designed to make it easier for you to do business with Humana	 Found at Humana.com/MakingItEasier Also found at Availity.com → Payer Spaces → Humana → Resources → Making It Easier



Medical Claim Submission

Electronic claims	Submit electronic claims through Availity Essentials	 Found at Availity.com → Claims and Payments → Professional Claim or Facility Claim
Claim submissions	Find information about submitting electronic and paper claims. Note: The claim or encounter mailing address on patient identification cards is always the most appropriate to use.	Found at Humana.com/ClaimsSubmissions
Electronic claim payment	 Initiate direct deposit of your Humana claims payments into the bank accounts of your choice when you sign up for electronic funds transfer (EFT) Receive electronic versions of your explanations of remittance automatically when you enroll for electronic remittance advice (ERA) 	 Found at Humana.com/ePaymentInfoor Also Found at Availity.com → Payer Spaces → Humana → Applications → ERA/EFT Enrollment

Medical Claim Management

Claim status	 Search by claim number, member or family, date of service or date processed Check claim status and view details Correct a claim (see entry below) Appeal or dispute a claim (see entry below) Manage accounts receivable 	Found at Availity.com → Claims & Payments → Claim Status
Claim correction	 Submit a claim correction via Availity Essentials Update material information on a previously submitted incorrect or incomplete claim 	 Found at Availity.com → Claims & Payments → ClaimStatus → Enter search criteria → Select claim → "Correct this claim" button* *Button displays only for eligible claims
Claim appeals and disputes	 Manage a worklist for claim appeals and disputes Attach documentation Finalize and submit requests to Humana Check status View high-level determinations 	 Found at Availity.com → Claims & Payments → ClaimStatus → Enter search criteria → Select claim → "Dispute Claim" button* *Button displays only for eligible claims
Remittance review	 Search the past 18 months of remittance history using: ACH, check, claim or remit numbers Service dates, voucher or EFT deposit dates Download the 835 file in PDF, X12 or CSV format 	Found at Availity.com → Claims & Payments → Remittance Viewer → Remittance Inquiry (Humana)
Fee schedule inquiry	Obtain contracted reimbursement information for patient services	 Found at Availity.com → Claims & Payments → Fee Schedule Listing → Fee Schedules
Claim payment inquiries	Find the process for claim-payment inquiries and disputing determinations	Found at Humana.com/Provider/Medical- Resources/Claims-Payments/Claims-Payment/Payment- Inquiries



O v erpayments tool	View overpayments in real time and assign related tasks to a specific user	Go to Availity.com → Claims & Payments → Overpayments
	Manage overpayment documentation and maintain case history electronically	
	Request more information about or dispute a specific overpayment	

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Prior authorization for	Request prior authorizations for medications	Found at Humana.com/PA
pharmacy drugs	 Includes Puerto Rico customized process 	 Also found at Availity.com → Payer Spaces → Humana → Applications → Pharmacy Prior Authorization
Prior authorization for professionally administered drugs	See the "Customized fax forms" section for drugs that require prior authorization before they can be administered in a physician's office, clinic, outpatient or home setting	Found at Humana.com/MedPA
CoverMyMeds	 Request preauthorizations (Humana's preferred method) Review, complete and track preauthorization requests. Receive electronic determinations and create renewals from previously submitted requests. 	Found at CoverMyMeds.com/Main/Prior-Authorization- Forms/Humana
Prescription drug exceptions and appeals	 Obtain information about coverage determinations, such as: The portion of a drug's cost for which the patient will be responsible Quantity limits Step therapy requirements 	Found at Humana.com/Provider/Pharmacy- Resources/Exceptions-Appeals
Medical and pharmacy coverage policies	Obtain information on evaluation and coverage of medical procedures, devices and medications being investigated or recently introduced for the treatment of various conditions	Found at Humana.com/CoveragePolicies
Hu mana drug lists	 Overview Access formulary information and other resources Humana drug-list search Search for a medication on Humana's drug list and obtain information about specific drugs Generic drug guide View a chart that shows generic alternatives or generic equivalents for brand-name drugs 	 Found at Humana.com/RxTools Found at Humana.com/DrugLists Found at Humana.com/Provider/Medical-Providers/Pharmacy/Tools/Generics
CenterWell Pharmacy™ (Formerly known as Humana Pharmacy)	Benefits: Accuracy and safety Potential cost savings Integrated Services Obtain information about: Drug lists	 Found at CenterWellPharmacy.com Found at Humana.com/Provider/Pharmacy- Resources/Tools/CenterWell-Pharmacy



	Medication therapy management (MTM)Ways to prescribe	
CenterWell Specialty Pharmacy™ (Formerly known as Humana Specialty Pharmacy)	Benefits: Convenience Support for many complex therapies Prescription accuracy and safety protocols that include a utilization management (UM) program. Billing assistance to help you with coverage questions. Obtain information about: Drug lists Ways to prescribe	Found at CenterWellSpecialtyPharmacy.com
Pharmacy manuals and forms	 View Payer sheets Obtain information about compliance training requirements Obtain manuals and forms Provider manuals Controlled substances Medicaid Audit guide Network request forms 	Found at Humana.com/Provider/Pharmacy- Resources/Manuals-Forms

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Medical Record Submission

Medical records management (MRM)	Share medical record information seamlessly with requesting Humana departments	 Found at Availity.com → Payer Spaces → Humana → Applications → Medical Records Management
Authorization management	Use the "add clinical documents" feature to seamlessly share medical record information requested by Humana for authorization submissions	 Found at Availity.com → Payer Spaces → Humana → Applications → Authorization Management
Claim status	Use the "send claim attachment" feature to seamlessly share medical record information requested by Humana for claims.	Found at Availity.com → Claims & Payments → ClaimStatus

Provider Payment Integrity (PPI) Policies

Humana PPI policies and processes	View PPI policies and processes	Found at Humana.com/PPI
Humana PPI dispute resolution process	Learn about the dispute resolution process for physicians and other healthcare providers who disagree with Humana's findings	Found at Humana.com/Provider/Support/Claims/DisputePolicy
Overpayments tool	 View overpayments in real time and assign related tasks to a specific user Manage overpayment documentation and maintain case history electronically Request more information about or dispute a specific overpayment 	Go to Availity.com → Claims & Payments → Overpayments



Humana PPI policy for medical records management	Get details on submitting medical records to Humana's PPI department	Found at Humana.com/Provider/Support/Claims/Financial- Recovery/Medical-Records
Humana PPI medical record review resources	Find information about medical record reviews conducted during prepayment and post-payment review	 Found at Humana.com/Provider/Medical- Resources/Payment-Integrity-and-Disputes/Medical- Record-Review-Resources
Humana PPI review policy	 Prepayment site: Get an explanation of the prepayment review process 	 Prepayment found at Humana.com/Provider/Support/Claims/Financial- Recovery/Prepayment
	 Post-payment site: Find information about PPI's post-payment review process 	 Post-payment found at Humana.com/Provider/Support/Claims/Financial- Recovery/Post-Payment-Review-Policy
Humana PPI medical record review dispute policy	Learn about the dispute resolution process for physicians and other healthcare professionals who disagree with Humana's findings	Found at Humana.com/Provider/Medical- Resources/Payment-Integrity-and-Disputes/Medical- Record-Dispute-Policy

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Business resources	Access links to publications, informational presentations, compliance training and other resources to help you do business with Humana	Found at Humana.com/Provider/News
Making It Easier for Physicians and Other Healthcare Providers	Access a library of briefvideos designed to make it easier for you to do business with Humana	 Found at Humana.com/MakingItEasier Also found at Availity.com → Payer Spaces → Humana → Resources → Making It Easier
Humana interactive webinars	 Sign up for education about online tools View instructor-led webinars and receive answers to questions 	Found at Humana.com/ProviderWebinars
Humana Physician News	 Find quarterly email newsletter featuring the latest news, resources and administrative information to support you in the care of your Humana-covered patients Read Humana Physician News (replaced Humana's Your Practice). 	Go to Humana.com/PhysicianNews
Hu mana news	Read key updates for healthcare providers and their staff members	Found at Humana.com/News
Publications	 Review provider manuals and other publications. Find important information concerning policies and procedures, claim submission and adjudication requirements and guidelines used to administer Humana health plans 	Found at Humana.com/Publications
Resource sheet for healthcare providers	Identify key contact information and claim-submission resources	Found at Apps.Humana.com/ Marketing/Documents.asp?file=2554955



Social determinants of health (SDOH) resources	 Find information about SDOH provider coding guide Various SDOH screening guides 	Found at PopulationHealth.Humana.com/Resources/?tag s%5b%5d=Physician
Value-based care	Learn about value-based care and Humana's efforts to support your commitment to your patients' health. Includes access to sophisticated tools, capabilities and services designed to make population health management easier.	Found at ValueBasedCare.Humana.com

Key Contacts

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Clinical intake team	For medical service preauthorization requests and notifications	• Call 800-523-0023
Commercial customer	For eligibility/benefits and claims inquiries	• Call 800-4-HUMANA (448-6262)
service		
Humana clinical pharmacy	For medication prior authorization, step therapy, quantity limits and	• Call 800-555-CLIN (2546)
review	medication exceptions	
Medicare customer service	For eligibility/benefits and claims inquiries	• Call 800-457-4708
Medication intake team	• For preauthorization of medication supplied and administered in a physician's office and billed as a medical claim (Part B for Medicare)	• Call 866-461-7273
Doctor call line	For answers to all your Humana pharmacy questions	• Call 800-967-9830
Provider relations	For participation status, requests to join a network and contract-related questions	• Call 800-626-2741
Provider payment integrity (PPI)	For questions about PPI audit policies and other resources	• Call 800-438-7885

