

RadMD Surgery Quick Start Guide

Request spine or orthopedic surgeries

This quick start guide assists ordering physicians and staff in obtaining prior authorizations for surgeries quickly and easily via RadMD. To start, visit **RadMD.com**. Click Login on the right side of the screen. Enter your account ID and password, then click Login. Click *Spine Surgery* or *Orthopedic Surgery*.

1. Identify the patient

- Enter the patient's information
- Click *Save and Continue*



* Last Name: * First Name:

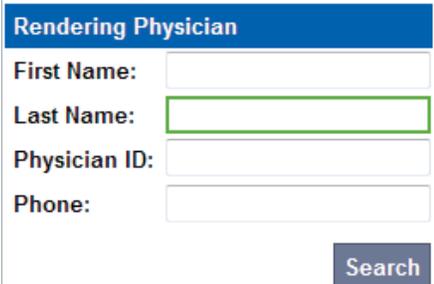
* Date of Birth: / /

* Health Plan: *Where are the other health plans* 
[Please Select One]

Member ID:

2. Identify the physician

- Enter physician search criteria
- Click *Search*



Rendering Physician

First Name:

Last Name:

Physician ID:

Phone:

3. Identify the Procedure

- If Surgery is selected, click *Enter a Procedure Code*
- Select the Type of Procedure being requested
- Click *Save and Continue*

Musculoskeletal Management Request Step 3: Identify the Procedure(s)

Procedure Type To Be Performed
Procedure Type:

Enter All CPT4 Codes for this request
Enter a Procedure Code:

Code Selected:

List of Procedures:

List of Procedures Selected:

4. Identify the place of service

- Enter search criteria for a provider location
- Select the location for the search results table

Provider Location

Search by Name:

Search by City:

Search by Zip:

5. Reason for the procedure(s)

- Answer all of the following questions
- Click *Continue to Clinical Questions*

Musculoskeletal Management Request Step 5: Reason for the Procedure(s)

Place of Service:

If this is NOT the correct place of service, please go back and select a different one.

ICD-10 Code:

* ICD10 Code:

* Please provide the reason for this procedure:

* Is the cause of the illness/injury related to a Motor Vehicle Accident?

* Is Another Party Financially Responsible for the patient's illness/injury?

* Is the cause of the illness/injury related to the Patient's Employment?

* Date of Service:

6. Clinical questions: Clinical Q/A

- Answer questions specific to the procedure
- Click *Next* after answering each question
- Click *Finish* after all questions have been answered

Musculoskeletal Management Request: Clinical Q/A

What is the primary clinical reason for surgery?

Spinal stenosis with neurogenic claudication

Herniated disc with radicular symptoms

Low back pain

Cancer, tumor or cyst

Infection

Cauda Equina

Other

Q/A History:

The member is 18 years of age or older.

7. Request complete

The request is now complete. The final page confirms the request and displays current status. Click *Start New Exam*, *Back to Main Menu*, or *Upload Additional Information*.

Status	
Current Status:	Pending
Validity Period:	[Not Applicable]
Tracking Number:	0000000

FOR PENDED REQUESTS, PROVIDERS CAN UPLOAD OR FAX CLINICAL DOCUMENTS.

Faxed clinical information should be accompanied by the OCR fax cover sheet. Files that can be uploaded include:

- Microsoft Word documents (.doc)
- Image files (.gif, .png, .jpg, .tif, and .tiff)
- Adobe Acrobat files (.pdf)
- Text documents (.txt)

Files must be less than 100 MB in size.

FOR HELP...

For assistance, please contact the provider support team at:
radmdsupport@evolent.com or call **1.800.327.0641**.

RadMD is available 24/7, except when maintenance is performed every third Thursday of the month from 9 p.m.–12 a.m. PST.