

RadMD Upload Feature Physical Medicine

RadMD makes things easy for you

Evolent has introduced a feature that allows clinical information to be uploaded directly on RadMD. Utilizing this upload feature expedites your request, since the information is automatically attached to the case and forwarded to our clinicians for review. The following is a step-by-step guide to help RadMD users navigate this easy-to-use feature.

UPLOAD AFTER COMPLETING AN AUTH REQUEST

When a request is completed and additional clinical information is needed to make a determination, a RadMD user will have the opportunity to use the document upload capability. Figure 1 shows the RadMD page at the end of the request process with the Upload Clinical Document button.

Status	Patient	Provider
Current Status: Pending	Name: Member Test	Name: For Phys Med Use Only
Validity Period:	Member ID:	
Tracking Number:	Date of Birth:	Provider ID:
	Gender:	
Facility	Details	RadMD.com User
Name:	Pend/Reject Code: E8	Name:
Phone:	Release of Info Code: Y	Company: NIA-Magellan Health
Address:	Level of Service: Not Urgent	Account ID:
	ICD10 Codes: y70.1	Job Title:
		Email:
		Address:
		Supervisor Name:
		Supervisor Email:
Clinical QIA		
PT evaluation date 03/10/2019		
Therapy type is Rehabilitative		
National Imaging Associates, Inc. Tax ID: 22-342387 HIPAA 278 Document Version: 00401030941		
Back to the Main Menu Start a New Physical Medicine Request Upload Additional Information		

Figure 1 - Upload After Request is Completed

Selecting Upload Clinical Document will take the user to the document upload page shown in Figure 2.

Upload Additional Clinical Information

The document you upload will be attached to the request and become part of the patient's medical record.

Request Information	
Name:	AHMAD WADE
Date of Birth:	9/27/2009
Exam:	Therapy-PT
Status:	In Review
Request Date:	07/07/2023 10:26 AM
Referring Prov:	Billy Jones
Rendering Prov:	MEMORIAL HOME HEALTH AND HOSPICE

Upload a clinical document with the file dialog or by dragging and dropping a file onto the dashed region.

Allowed file types: DOC, DOCX, PDF, JPEG, TIFF, GIF, PNG, TXT

[Browse for file](#)

Figure 2 - Clinical Document Upload Screen

From this screen, the user will be able to browse to find a file to upload and then upload the document. If the upload is successful, the page shown below will appear.

Upload Additional Clinical Information

You have successfully uploaded the following file to National Imaging Associates:

Clinical Records for Phys Med Request- test.doc

[Back to Request Details](#) [Upload Another Document](#)

At this point, the user can repeat the process and upload additional documents or return to viewing the details of the auth.

After a document is uploaded, the system will notify the NIA clinical review team, and the information provided via the document will be taken into account when making a determination on the auth request.

UPLOAD WHEN CHECKING AUTH REQUEST STATUS

RadMD users will also have the opportunity to upload documents when additional clinical data is needed before a determination can be made.

Figure 3 shows the RadMD main menu and the button available for checking the status of an auth request.

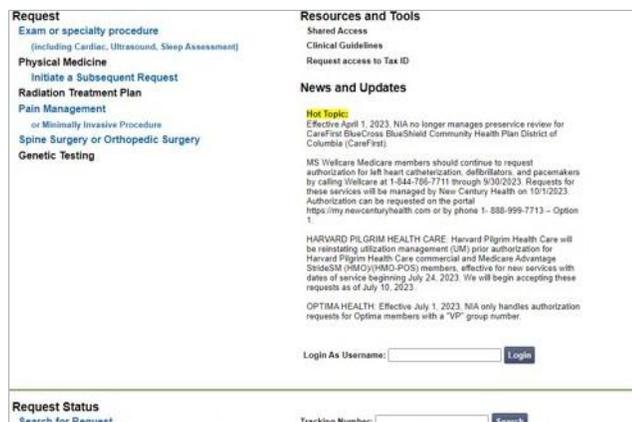


Figure 3 - RadMD Main Menu

- Files that can be uploaded include:
 - Microsoft Word documents (.docx)
 - Image files (.gif, .png, .jpg, .tif and .tiff)
 - Adobe Acrobat files (.pdf)
 - Text documents (.txt)
- Files must be less than 100 MB in size

RadMD users can also get detailed status of their auth requests and e-mails from Evolent acknowledging the receipt of faxes and documents.

On the auth status page, the user will have to select an auth to see its status and to be able to upload documents. (See Figure 4 below.)

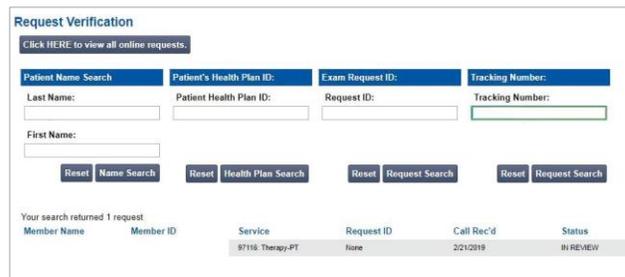


Figure 4 - Select an Auth to See Its Status

The button to upload documents with additional clinical information will be available from the auth status page (See Figure 5 below).



Figure 5 - Auth Status Page

Clicking on the Upload Clinical Document button will take the user to the Document Upload page.

FOR HELP...

Email 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.-midnight PST.