



PRTF Review Purpose:

Telligen will conduct prior authorization (PA) reviews for the determination of medical necessity for admission to Psychiatric Residential Treatment Facilities.

Tips on PRTF Requests

- Psych Evals for new admits can be completed 45 days prior to admission.
- The first CSR (continued stay review) is due 14 days after the initial approval.
- CSRs are due on the last covered date.
 - o Approved dates of service in Qualitrac will contain the discharge date or end date.
 - o The "last certified day" is the day Prior to the discharge date or end date.
 - o If the patient does not discharge on the last day a CSR is due
- If a CSR is not required, then a discharge summary needs to be faxed to Telligen within one day of discharge.
- If there is an admit date change after the case has been submitted a letter needs to be faxed to Telligen explaining why the provider is requesting a date change
 - o This letter should include the patient's name, DOB, case ID number, and new admit date.
 - o The fax we receive will be uploaded to the case and sent back to our review coordinators for review.

References:

For documentation and criteria requirements [click here](#).

For our PRTF training slides and video [click here](#).

[Wyoming Medicaid Provider Manual](#)