

Social Adult Day Care (SADC) – Authorization Changes

Important Notice:

We have implemented some important changes to the authorization process for Social Adult Day Care (SADC). **As of January 1, 2017, no continued service authorizations will be granted unless all necessary documentation outlined below is supplied to Healthfirst within 30 days of the patient referral to the SADC Center.**

Any new request for service will be reviewed by the Utilization Management Team.

The Healthfirst Utilization Management team will review the documentation submitted by the SADC and make a determination for the level of service that will be approved.

Authorizations that are approved for new and continued services will be for a 90 day period, and the SADC Center will need to contact Healthfirst Medical Management to start a new authorization every 90 days.

What providers need to do:

Below are the guidelines that SADC Centers should follow:

- Ensure that the Patient Assessment and current individualized service plan for all new members are completed within 30 days of the referral to the SADC Center.
- Provide the following required documentation at the start of every authorization period:
 - Patient Assessment
 - Current individualized service plan
 - Individual patient attendance records for the past 90 days

For initial and continued service, the required documentation should be faxed or emailed to:

- **Healthfirst Medical Management 1-646-313-4603**
- **SDC@healthfirst.org**
- Call, email or fax to request a new authorization. For re-authorization of service, please submit request 30 days prior to the end of the prior authorization with the required documentation.

Healthfirst Medicaid and Medicare 1-888-394-4327 Monday to Friday 8:30am-5:30pm	Healthfirst CompleteCare 1-866-237-0997 Monday to Friday 8am-6pm	Senior Health Partners (SHP) Provider Services 1-877-737-2693 Monday to Friday 8:30am-5:30pm
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