

## PRE-AUTHORIZATIN PROGRAM

---

Pre-authorization simply means calling Aetna Student Health prior to treatment to obtain approval for a medical procedure or service. Pre-authorization may be done by you, your doctor, a hospital administrator, or one of your relatives. All requests for authorization must be obtained by contacting Aetna Student Health at (877) 375-7908 (attention Managed Care Department) or TTD (800) 466-5996.

**If you do not secure pre-authorization** for non-emergency inpatient admissions, or provide notification for emergency admissions, your Covered Medical Expenses will be subject to medical necessity review.

The following inpatient services require pre-authorization:

- All inpatient admissions, including length of stay, to a hospital, skilled nursing facility, a facility established primarily for the treatment of substance abuse, or a residential treatment facility.
- All inpatient maternity care, after the initial 48/96 hours.
- All partial hospitalization in a hospital, residential treatment facility or facility established primarily for the treatment of substance abuse.

**Pre-Authorization does not guarantee the payment of benefits for your inpatient admission.** Each claim is subject to medical policy review, in accordance with the exclusions and limitations contained in the Policy, as well as a review of eligibility, adherence to notification guidelines, and benefit coverage under the student Accident and Sickness Plan.

### **Pre-Authorization of Non-Emergency Inpatient Admissions, Partial Hospitalization:**

The patient, Physician or hospital must telephone at least **three (3) business days** prior to the planned admission or prior to the date the services are scheduled to begin.

### **Notification of Emergency Admissions:**

The patient, patient's representative, Physician or hospital must telephone within **two (2) business days** following inpatient (or partial hospitalization) admission.