

Novologix[®] Medical PA Provider User Authorization Guide

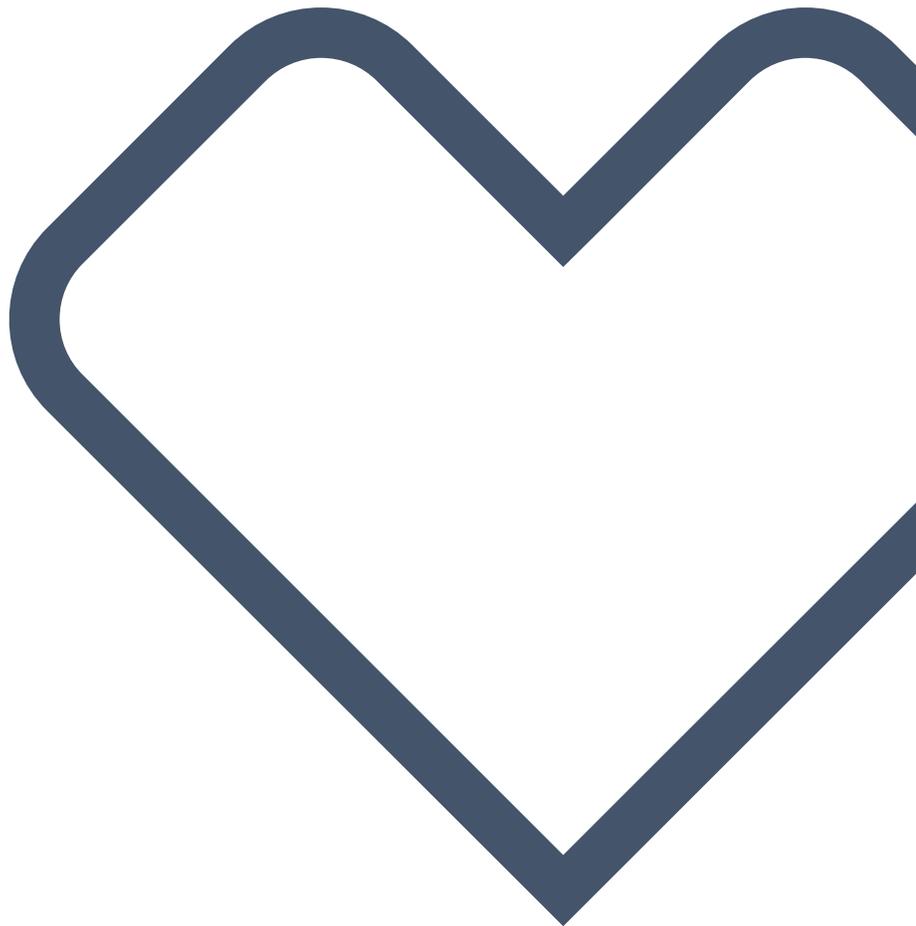


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ABOUT NOVOLOGIX

Novologix is a company developed and led by Clinical, IT, and Business professionals who are dedicated to driving healthcare innovation. Throughout our history, we have introduced revolutionary ideas, advanced processes and pioneering technologies to many of the nation's leading health plans and thousands of healthcare providers.

Through our Software-as-a-Service (SaaS) platform, we deliver innovative software solutions to the medical pharmacy industry. Our software enables our clients to stay ahead of the shifting healthcare landscape, changes in the administration and sites of care, and other competitive forces affecting their bottom line.

CONTACT NOVOLOGIX

Novologix Client Support Services are available Monday – Friday, 7:00am to 6:00pm Central Time. Contact Client Support Services by e-mail at helpdesk@Novologix.net or by phone at the number provided for the Health Plan for which you are seeking assistance. Please do not include Protected Health Information (PHI) when sending e-mail messages to Novologix. For application assistance or to request a User ID and password, contact Novologix Client Support Services by e-mail at helpdesk@Novologix.net.

MINIMUM SYSTEM REQUIREMENTS

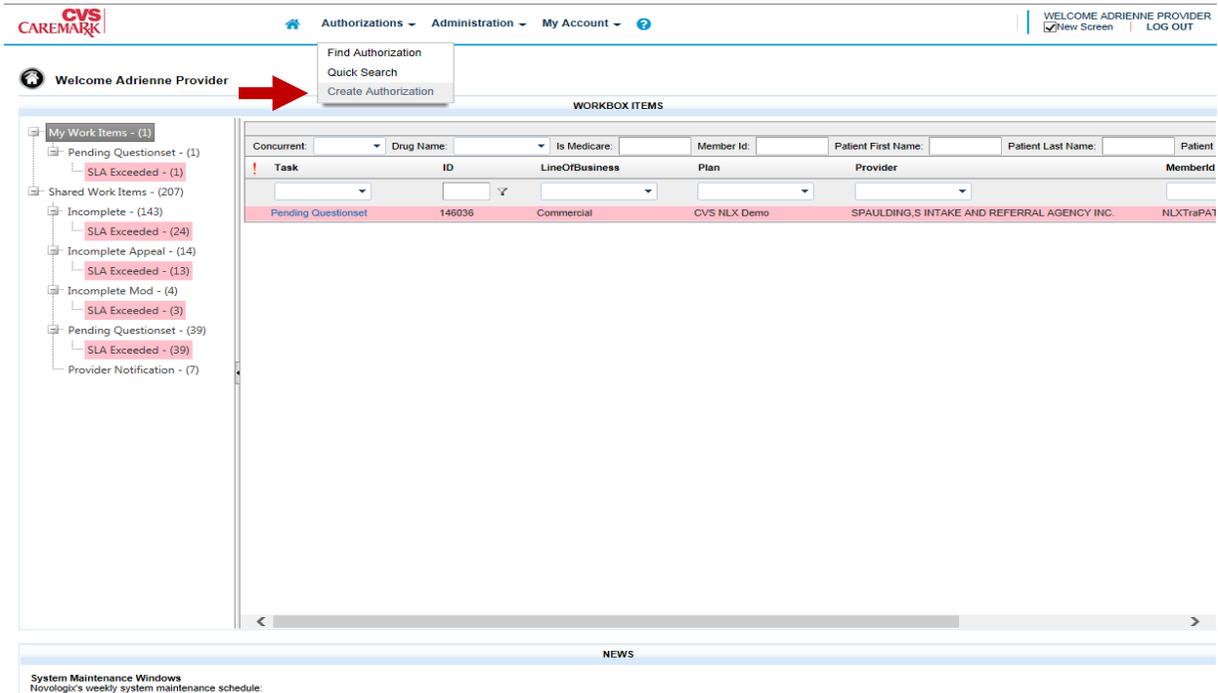
The Novologix system supports the use of Microsoft Internet Explorer and Firefox web browsers. The standard browser options for cookies and JavaScript must be enabled. We strongly recommend users upgrade to the most recent version, which will provide the best user experience.

To install the most recent version of Internet Explorer you can use the following link:
<http://www.microsoft.com/ie>.

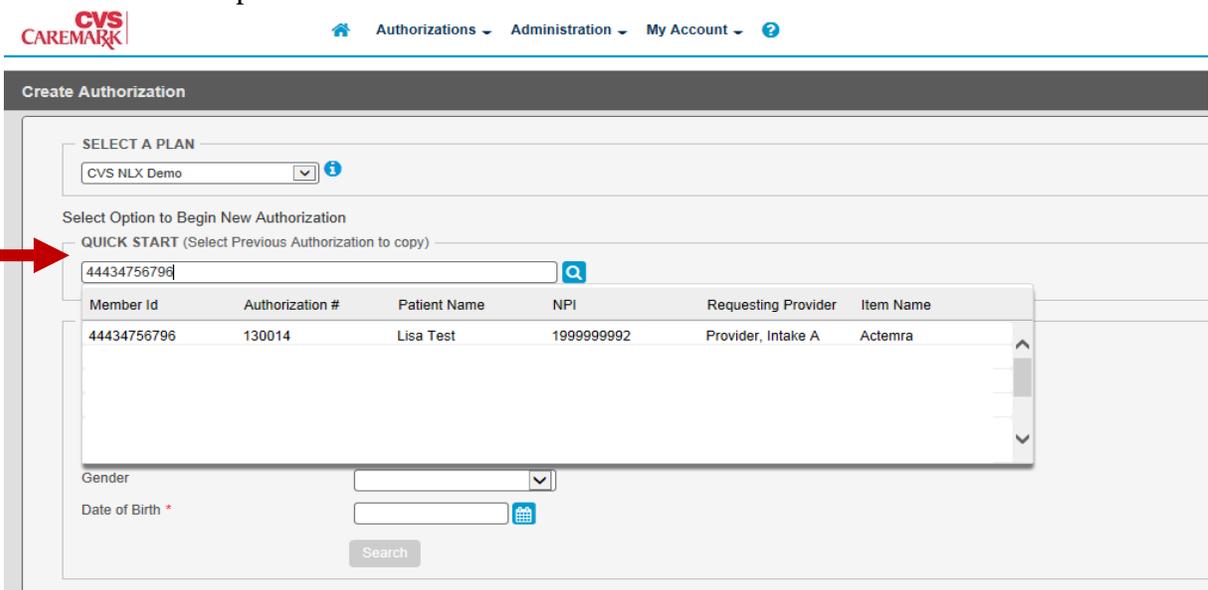
1. Add app.Novologix.net to Internet Explorer's list of trusted sites
2. Open the new site in Internet Explorer
3. Go to Tools > Internet Options
4. Open the Security tab
5. Select Trusted sites
6. Click the Sites button
7. The site URL should be showing in the Add this website to the zone: box. Click Add
8. Click Close
9. Click OK

1. CREATE AN AUTHORIZATION

1. All authorizations that have been submitted will be available through the **Find Authorization** option.
2. From the User Home Page, hover over **Authorizations** and click **Create Authorization**.



3. To select your patient, you may either:
 - a. Enter the patient's **Member ID** under Quick Start to search for existing authorizations to copy. Click on the Authorization record you wish to copy from the dropdown.



- b. Enter the **Member ID**, **Date of Birth** and any other required information (*), under the Search for Existing Patient field, then click Search. If multiple Members display in the search results, click on the **Member ID** of the patient you wish to select. Click on line to select your member from the results returned at the bottom of the screen.

CVS CAREMARK | Home | Authorizations | Administration | My Account | ?

Create Authorization

SELECT A PLAN
CVS NLX Demo

Select Option to Begin New Authorization
QUICK START (Select Previous Authorization to copy)
Enter the patient's complete member ID or an authorization number.

SEARCH EXISTING PATIENT

Member ID * 44434756796

Authorization Start Date * 09/27/2018

First Name

Last Name

Gender

Date of Birth * 10/04/1932

Search

4. Enter all required information in each section. Any section and field missing required information will display a reminder in red.

CVS CAREMARK | Home | Authorizations | Administration | My Account | ? | WELCOME ADRIENNE PROVIDER | LOG OUT

Authorization Number: New | Benefit Type: | Status: Incomplete | Assigned User:

Authorization Details | Transaction History | Member's PA History

Member Name: Lisa Test | Member Id: 44434756796 | Plan Name: CVS NLX Demo | Gender: Female | Date of Birth: 10/4/1932 | Line of Business: Medicare

Member Details Missing Information

Patient Details

Last Name	Test	First Name	Lisa	Middle Initial	
Date of Birth	10/04/1932 (85 years)	Gender	Female	Body Surface Area (BSA) (m2)	0
Weight (kg) *		Preferred Language	English	Secondary Phone Number	
Height (cm) *		Phone *			
Carrier	ABCD				
Account	EFGH				
Group Name	12345				

Addresses

Primary	123 12th Street	Anywhere	Alabama	12345
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Insurance Details

Member ID	44434756796	Relationship to Insured	Self	Plan	CVS NLX Demo
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Membership Details

Insurance Group No.	GN	Effective Date	01/01/2009	Termination Date	01/01/2030
Line of Business	Medicare				

Authorization Details Missing Information

Providers

MEMBER DETAILS

1. Confirm patient information and complete any additional fields (*) under the **Member Details** screen.
2. Click on arrows next to each heading to expand/collapse each section.

CVS CAREMARK | Authorizations | Administration | My Account | WELCOME ADRIENNE PROVIDER | LOG OUT

Authorization Number: New | Benefit Type: NLX | Status: Incomplete | Assigned User:

Member Name: Lisa Test | Member ID: 44434756796 | Plan Name: CVS NLX Demo | Gender: Female | Date of Birth: 10/04/1932 | Line of Business: Medicare

Member Details

Patient Details

Last Name	Test	First Name	Lisa	Middle Initial	
Date of Birth	10/04/1932 (85 years)	Gender	Female		
Weight (kg)*	32	Preferred Language	English	Body Surface Area (BSA) (m2)	0.87
Height (cm)*	85	Secondary Phone Number	() - -		
Carrier	ABCD	Phone*	(999) 999-9999		
Account	EFGH				
Group Name	12345				

Addresses

Primary	123 12th Street	Anywhere	Alabama	12345
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Insurance Details

Member ID	44434756796	Relationship to Insured	Self	Plan	CVS NLX Demo
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Membership Details

Insurance Group No.	GN	Effective Date	01/01/2009	Termination Date	01/01/2030
Line of Business	Medicare				

Authorization Details | Missing Information

CVS CAREMARK

Authorization Number: New Benefit Type: Status: Incomplete Assigned User:

Authorization Details Member's PA History

Member Name: AUTCVSNLXFirstName AUTCVSNLXLastName Member Id: AUTCVSNLX019 Plan Name: CVS NLX Demo Gender: Female Date of Birth: 6/6/1980 Line of Business: Commercial

Member Details

Patient Details

Last Name	AUTCVSNLXLastName	First Name	AUTCVSNLXF
Date of Birth	6/6/1980	Gender	Female
Weight	<input type="button" value="KG"/> <input checked="" type="button" value="LB"/> 85		
Height	<input type="button" value="CM"/> <input checked="" type="button" value="IN"/> 132		
Carrier	5049	Preferred Language	English
Account	S123	Secondary Phone Number	() - -
Group Name	22221234501	Phone*	() - -

Addresses

Primary 8310 Norman Center Drive Suite 800

1. Enter in height and weight (if required).

CVS CAREMARK

Authorization Number: New Benefit Type: Status: Incomplete Assigned User:

Authorization Details Member's PA History

Member Name: AUTCVSNLXFirstName AUTCVSNLXLastName Member Id: AUTCVSNLX019 Plan Name: CVS NLX Demo Gender: Female Date of Birth: 6/6/1980 Line of Business: Commercial

Member Details

Patient Details

Last Name	AUTCVSNLXLastName	First Name	AUTCVSNLX
Date of Birth	06/06/1980 (39 years)	Gender	Female
Weight	<input type="button" value="KG"/> <input checked="" type="button" value="LB"/> 187.39		
Height	<input type="button" value="CM"/> <input checked="" type="button" value="IN"/> 51.97		
Carrier	5049	Preferred Language	English
Account	S123	Secondary Phone Number	() - -
Group Name	22221234501	Phone*	() - -

Addresses

Primary 8310 Norman Center Drive Suite 800

*You can toggle between pounds kilograms as well as centimeters and inches, simply by clicking on the value you wish to use.

AUTHORIZATION DETAILS

1. If the **Requesting Provider** field is not auto populated, search for the provider by entering the **Provider Name** or **NPI** in the NPI field and clicking the search icon.
2. Select the provider from the dropdown results by clicking on the Provider name.

The screenshot shows the CVS Caremark Authorization Details page. The top navigation bar includes the CVS Caremark logo, a home icon, and menu items for 'Authorizations', 'Administration', and 'My Account'. The user is logged in as 'ADRIENNE PROVIDER'. The page displays authorization information for a new authorization, including member details (Lisa Test, Member ID: 44434756796) and plan information (CVS NLX Demo). The 'Authorization Details' section is expanded to show the 'Providers' tab. A search box for the NPI field contains the text 'intake'. A dropdown menu is open, showing search results for 'Provider, Intake A' with NPI 1999999992, located in KEARNEY, NE. A red bracket on the left side of the page highlights the search and dropdown area.

3. Enter the **MD Office Contact Name**, **Phone Number** and **Fax Number**.

The screenshot shows the same CVS Caremark Authorization Details page, but now the 'MD Office Contact Name', 'MD Office Contact Phone Number', and 'MD Office Contact Fax Number' fields are highlighted in yellow. A red arrow points to the 'MD Office Contact Name' field. The 'NPI' field now contains the value '1999999992'. The 'Name' field contains 'Provider, Intake A' and the 'Address' field contains '3500 CENTRAL AVE KEARNEY, NE 688472944'. The 'MD Office Contact Phone Number' field contains '(999) 999-9999' and the 'MD Office Contact Fax Number' field contains '(999) 999-9999'. The 'Add Provider' button is visible at the bottom of the form.

- Search for the **Primary Diagnosis** code by entering the diagnosis description or by the diagnosis code and clicking the search icon. Select your diagnosis from the dropdown results.

CVS CAREMARK | Authorizations | Administration | My Account | WELCOME ADRIENNE PROVIDER | LOG OUT

Authorization Number: New | Benefit Type: M | Status: Incomplete | Assigned User:

Member Name: Lisa Test | Member Id: 44434756796 | Plan Name: CVS NLX Demo | Gender: Female | Date of Birth: 10/4/1932 | Line of Business: Medicare

Authorization Details Missing Information ▲

Providers

Type	NPI *	Name	Address
Requesting	1999999992	Provider, Intake A	3500 CENTRAL AVE KEARNEY, NE 688472944
MD Office Contact Name *	Name	MD Office Contact Phone Number *	MD Office Contact Fax Number *
		(999) 999-9999	(999) 999-9999

Diagnosis

Primary Diagnosis*

Code	Description
002.0	TYPHOID FEVER (ICD-9)
002.1	PARATYPHOID FEVER A (ICD-9)
002.2	PARATYPHOID FEVER B (ICD-9)
002.3	PARATYPHOID FEVER C (ICD-9)
002.9	UNSPECIFIED PARATYPHOID FEVER (ICD-9)
026.0	SPIRILLARY FEVER (ICD-9)

Authorization Request Date: 09/2 | Authorization Priority: Non | Unspecified

Authorization Lines Missing Information ▲

AUTHORIZATION LINES

1. Select the place of service from the dropdown menu.

The screenshot shows the CVS Caremark authorization interface. At the top, there are navigation tabs: "Authorization Details", "Transaction History", and "Member's PA History". The member information is: Member Name: Lisa Test, Member Id: 44434756796, Plan Name: CVS NLX Demo, Gender: Female, Date of Birth: 10/4/1932, Line of Business: Medicare. The authorization details include: Authorization Number: New, Benefit Type: Medical, Status: Incomplete, Assigned User: COME ADRIENNE PROVIDER. The "Diagnosis" section has a "Primary Diagnosis" field with a search icon. The "Authorization Request Date" is 09/27/2018 01:40 PM, and the "Authorization Priority" is Normal. The "Authorization Lines" section is highlighted in pink and contains a "Missing Information" warning. A dropdown menu is open for "Where will this drug be administered?*" with options: Ambulatory Surgical Home, Inpatient Hospital, Off Campus Outpatient Hospital, Office, On Campus Outpatient Hospital, and Pharmacy. A red arrow points to this dropdown menu.

2. Enter applicable start and end dates under **Date(s) of Service**.

The screenshot shows the same CVS Caremark authorization interface. The "Primary Diagnosis" is now "002.9 UNSPECIFIED PARATYPHOID FEVER (ICD-9)". The "Authorization Request Date" is 09/27/2018 10:42 AM. The "Authorization Lines" section is highlighted in pink and contains a "Missing Information" warning. The "Where will this drug be administered?*" dropdown is now set to "Home". The "Date(s) of Service" field is highlighted in yellow and contains the dates "09/07/2018" and "09/07/2018". A red arrow points to this field.

3. Search for the requested drug by entering the drug name or NDC into the **Drug** field and clicking the search icon. Select the drug from the results in the dropdown menu.

The screenshot shows the CVS Caremark authorization interface. At the top, there are navigation tabs: "Authorization Details", "Transaction History", and "Member's PA History". Below this, member information is displayed: "Member Name: Lisa Test", "Member Id: 44434756796", "Plan Name: CVS NLX Demo", "Gender: Female", "Date of Birth: 10/4/1932", and "Line of Business: Medicare".

The "Diagnosis" section shows "Primary Diagnosis*" as "002.9 UNSPECIFIED PARATYPHOID FEVER (ICD-9)". The "Authorization Request Date" is "09/27/2018 10:42 AM". The "Authorization Priority" is set to "Normal". The "Benefit Type" is "Medical" and the "Authorization DateType" is "Unspecified".

The "Authorization Lines" section is expanded to show "Line 1". A red arrow points to the "Drug*" field, which contains "lemtrada". A search dropdown menu is open, showing a table of results:

Code	Name	Strength/ Measure	Dosage Form	Pkg. Size	PA Required
58468020001	Lemtrada	12 MG/1.2ML	SOLN	1.2 ML	M P

Below the table, there are input fields for "Refills" and "Sig".

4. Enter the quantity. If not applicable, the field will not appear upon drug selection.
5. Enter any additional information in their applicable fields (i.e. Refills or Sig).

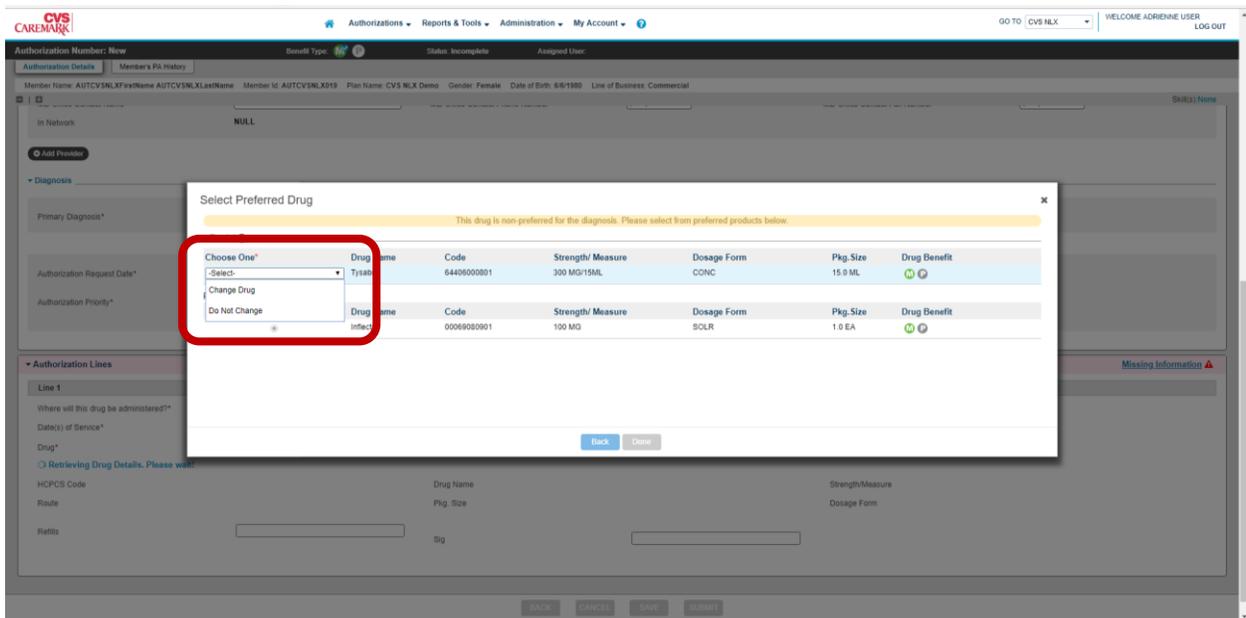
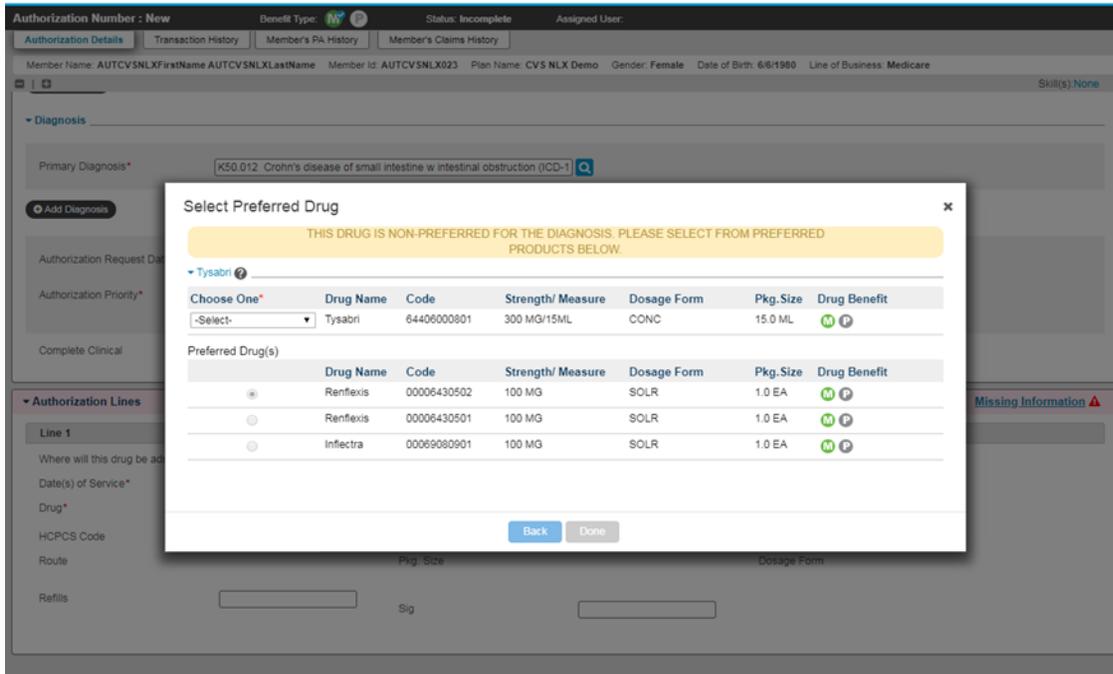
This screenshot shows the same CVS Caremark authorization interface as the previous one, but with the "Quantity (Doses)*" field highlighted in yellow. A red arrow points to this field, which contains the value "0".

The "Drug*" field now contains the NDC "58468020001". The table below it is updated with the following information:

HCPSC Code	Drug Name	Strength/Measure	Dosage Form
J0202	Lemtrada	12 MG/1.2ML	SOLN
Route	Pkg. Size	Dosage Form	
IV	1.2 ML	SOLN	

The "Refills" and "Sig" fields remain empty.

There may be instances, once you have selected your drug, when you will be presented with a pop up offering alternative drugs.



a. From the dropdown select either **Change Drug** or **Do Not Change Drug**.

Select Preferred Drug

This drug is non-preferred for the diagnosis. Please select from preferred products below.

▼ Tysabri ✓

Choose One*	Drug Name	Code	Strength/ Measure	Dosage Form	Pkg. Size	Drug Benefit
Change Drug	Tysabri	64406000801	300 MG/15ML	CONC	15.0 ML	M P

Preferred Drug(s)

	Drug Name	Code	Strength/ Measure	Dosage Form	Pkg. Size	Drug Benefit
•	Infectra	00069080901	100 MG	SOLR	1.0 EA	M P

Back Done

b. If you select **Change Drug**, select the drug from the Preferred Drug(s) list.

Select Preferred Drug

This drug is non-preferred for the diagnosis. Please select from preferred products below.

▼ Tysabri ✓

Choose One*	Drug Name	Code	Strength/ Measure	Dosage Form	Pkg. Size	Drug Benefit
Change Drug	Tysabri	64406000801	300 MG/15ML	CONC	15.0 ML	M P

Preferred Drug(s)

	Drug Name	Code	Strength/ Measure	Dosage Form	Pkg. Size	Drug Benefit
•	Infectra	00069080901	100 MG	SOLR	1.0 EA	M P

Back Done

c. Whether you have changed the drug or not, once finished, click **Done**.

▼ Authorization Lines

Line 1

Where will this drug be administered? On Campus Outpatient Hospital

Date(s) of Service* 01/14/2020 To 01/14/2020

Drug* 60574411301 Please validate the patient's height and weight provided in the Member Details section prior to proceeding.

Quantity (Doses)*

HCP/CS Code 90378 Drug Name Synagis Strength/Mea

Route IM Pkg. Size 1 ML Dosage Form

Generic Name Palivizumab

Refills

Sig

If the drug you selected requires the Patient's height and weight, you may be asked to validate the height and weight, entered in the Member Details section, prior to submitting your request.

Authorization Number: New Benefit Type: Status: Incomplete Assigned User:

Authorization Details Transaction History Member's PA History

Member Name: Lisa Test Member Id: 44434756796 Plan Name: CVS NLX Demo Gender: Female Date of Birth: 10/4/1932 Line of Business: Medicare

Member Details

Patient Details

Last Name	Test	First Name	Lisa	Middle Initial	
Date of Birth	10/04/1932 (85 years)	Gender	Female		
Weight (kg)*	<input type="text" value="65"/>	Preferred Language	English	Body Surface Area (BSA) (m2)	1.08
Height (cm)*	<input type="text" value="65"/>	Secondary Phone Number	<input type="text" value="() - -"/>		
Carrier	ABCD	Phone*	<input type="text" value="(999) 999-9999"/>		
Account	EFGH				
Group Name	12345				

Addresses

Primary	123 12th Street	Anywhere	Alabama	12345
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Insurance Details

Member ID	44434756796	Relationship to Insured	Self	Plan	CVS NLX Demo
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Membership Details

Insurance Group No.	GN	Effective Date	01/01/2009	Termination Date	01/01/2030
Line of Business	Medicare				

Authorization Details

Providers

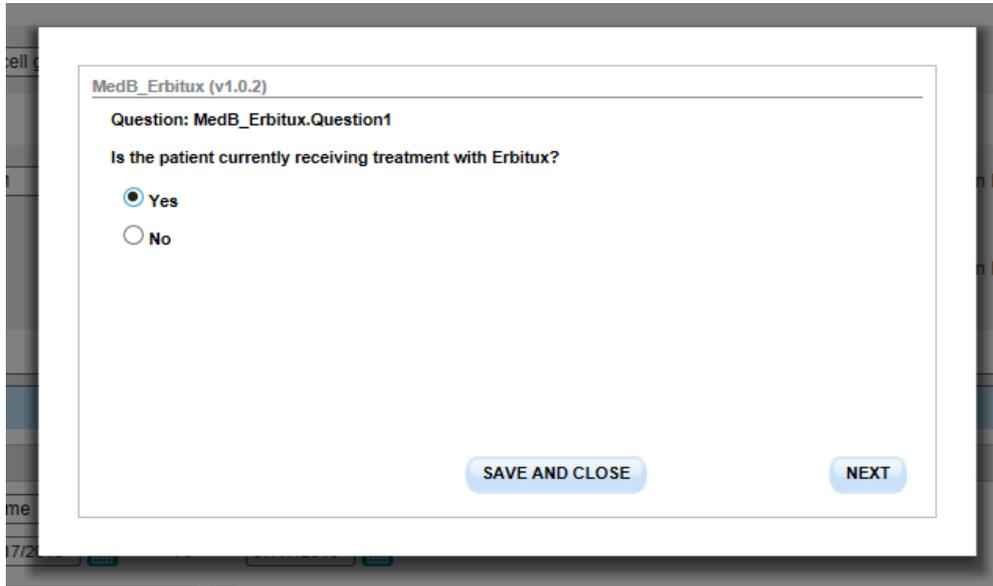
Type	NPI *	Name	Address
Requesting	<input type="text" value="1999999992"/>	Provider, Intake A	3500 CENTRAL AVE KEARNEY, NE 688472944

BACK CANCEL SAVE SUBMIT

- Review information entered under the **Authorization Detail Screen**. Once all required information has been entered, each section will display a green checkmark in each section heading.
- If no changes are needed, select **Submit**.

2. COMPLETE THE PROTOCOLS AND SUBMIT YOUR REQUEST

1. Upon clicking **Submit**, you will be prompted through a series of protocol questions.



MedB_Erbitux (v1.0.2)

Question: MedB_Erbitux.Question1

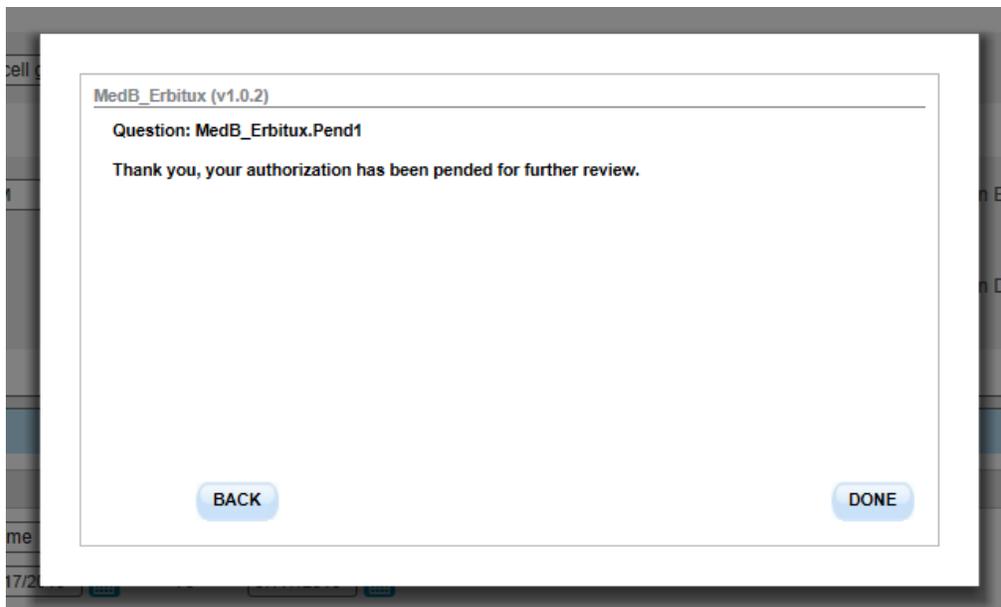
Is the patient currently receiving treatment with Erbitux?

Yes

No

SAVE AND CLOSE NEXT

2. Answer clinical questions as they are presented in the pop up screen that displays, and click **Next** to move on to the next question. If you are unable to complete all the protocol questions, you can click **Save and Close** to complete the question set later.
3. Once the protocol questions are completed your authorization will be auto approved, or released to the next party for review. Once the outcome is displayed on the last pop up, click **Done**.



MedB_Erbitux (v1.0.2)

Question: MedB_Erbitux.Pend1

Thank you, your authorization has been pended for further review.

BACK DONE

- The outcome or status of the authorization will be displayed at the top of the screen along with the authorization number assigned.

CVS CAREMARK | Authorizations Administration My Account | WELCOME ADRIENNE PROVIDER LOG OUT

Authorization Number: 154137 | Benefit Type: **MyP** | Status: **Tech Review** | Assigned User: | Workflow: CVS NLX Auth Create Provider v1

Member Name: Lisa Test | Member ID: 44434756796 | Plan Name: CVS NLX Demo | Gender: Female | Date of Birth: 10/4/1932 | Line of Business: Medicare

Your authorization is currently being reviewed. Please check your home page daily to confirm that no additional information is required to process your authorization.

Member Details ✓

Patient Details

Last Name	Test	First Name	Lisa	Middle Initial	
Date of Birth	10/04/1932 (85 years)	Gender	Female		
Weight (kg)	12	Preferred Language	English	Body Surface Area (BSA) (m2)	0.20
Height (cm)	12	Secondary Phone Number	() _-_-		
Carrier	ABCD	Phone	(999) 999-9999		
Account	EFGH				
Group Name	12345				

Addresses

Primary	123 12th Street	Anywhere	Alabama	12345
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Insurance Details

Member ID	44434756796	Relationship to Insured	Self	Plan	CVS NLX Demo
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Membership Details

Insurance Group No.	GN	Effective Date	01/01/2009	Termination Date	01/01/2030
Line of Business	Medicare				

Authorization Details ✓

Providers

- If your Authorization is not auto approved and is sent for review, once a determination is made, the Authorizations will be sent back to your homepage under the **Provider Notification** queue. You will then be able to open the authorization to review the determination of your Authorization request.

Welcome Adrienne Provider

WORKBOX ITEMS

Concurrent:
Drug Name:
Is Medicare:
Member Id:
Patient First Name

! Task	ID	Plan	LineOfBusiness	Provider
Provider Notific <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Provider Notification	144582	CVS NLX Demo	Commercial	GERALD FAMILY CARE
Provider Notification	144593	CVS NLX Demo	Commercial	ANILHONGSE ANNIE
Provider Notification	146086	CVS NLX Demo	Commercial	MARY WASHINGTON HEALTH
Provider Notification	151947	CVS NLX Demo	Commercial	PERLAS DANILO
Provider Notification	151970	CVS NLX Demo	Commercial	PERLAS DANILO
Provider Notification	151990	CVS NLX Demo	Commercial	PERLAS DANILO
Provider Notification	128915	CVS NLX Demo	Medicare	MARY WASHINGTON HEALTH
Provider Notification	154149	CVS NLX Demo	Commercial	MARY WASHINGTON HEALTH

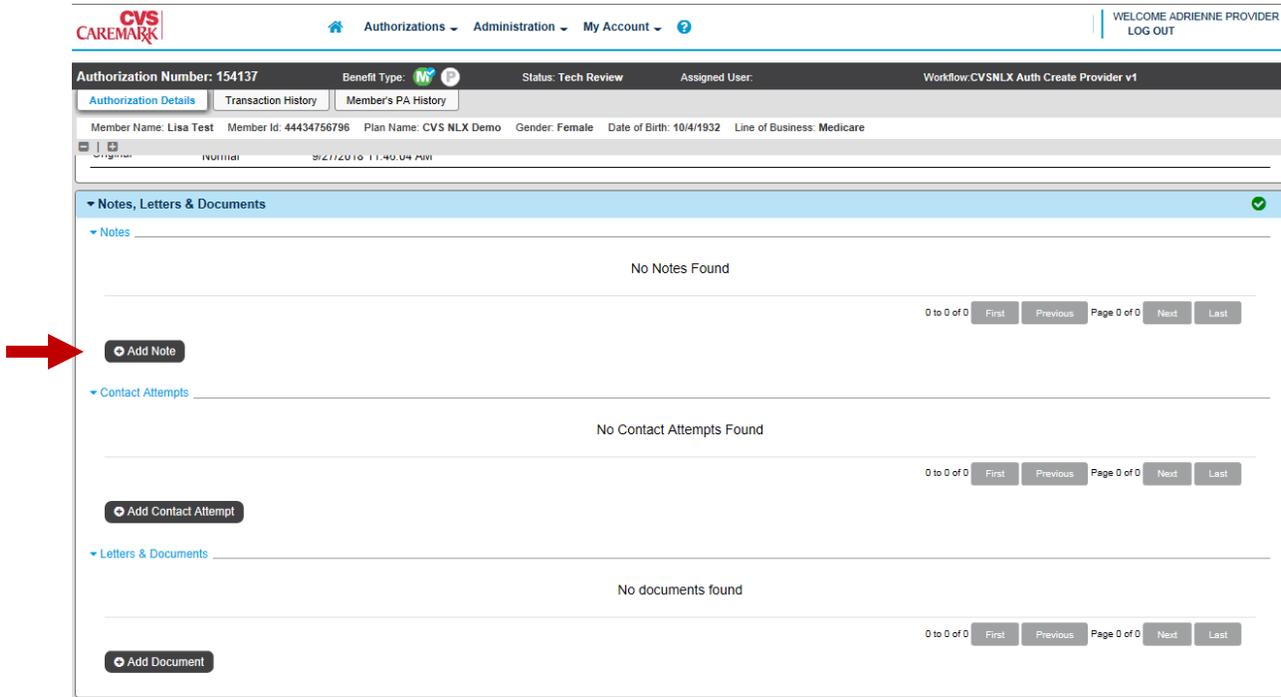
- My Work Items - (1)
 - Pending Questionset - (1)
 - SLA Exceeded - (1)
- Shared Work Items - (207)
 - Incomplete - (143)
 - SLA Exceeded - (24)
 - Incomplete Appeal - (14)
 - SLA Exceeded - (13)
 - Incomplete Mod - (4)
 - SLA Exceeded - (3)
 - Pending Questionset - (39)
 - SLA Exceeded - (39)
 - Provider Notification - (7)**

3. NOTES AND DOCUMENTS

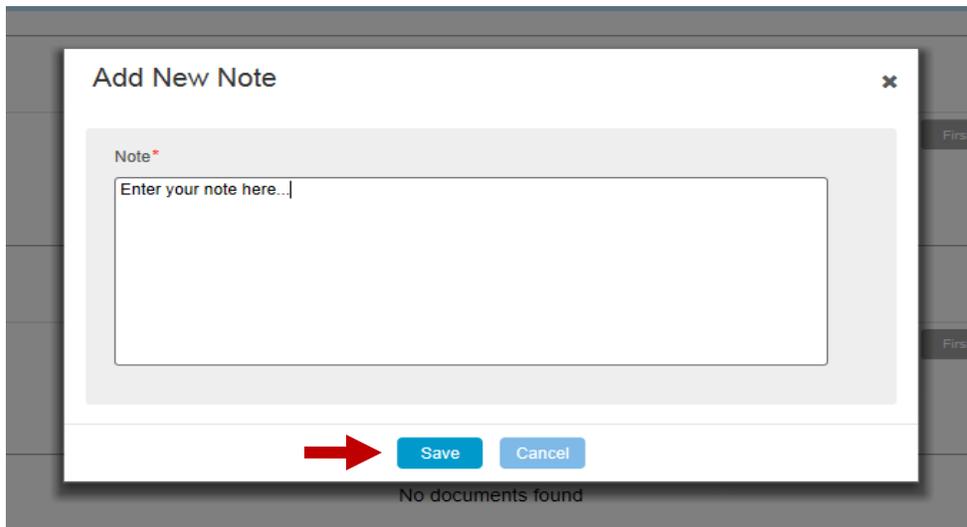
Once the Authorization has been created, you will have the ability to add notes or documents directly to the Authorization.

NOTES

1. To add a note to the Authorization, from the **Notes, Letters & Documents** section, select **Add Note**.



2. Enter your note in the pop up that displays and click **Save**.



- Your note will then be saved under the Authorization's **Notes, Letters & Documents** section. To view a note, click on the note **Description** in blue.

CVS CAREMARK | Authorizations | Administration | My Account | WELCOME ADRIENNE PROVIDER | LOG OUT

Authorization Number: 154137 | Benefil Type: | Status: Tech Review | Assigned User: | Workflow: CVS NLX Auth Create Provider v1

Member Name: Lisa Test | Member Id: 44434756796 | Plan Name: CVS NLX Demo | Gender: Female | Date of Birth: 10/4/1932 | Line of Business: Medicare

Notes, Letters & Documents

Notes

Date	Type	Description	Applies To	Added By
9/27/2018	General	Enter your note here...	Entire Authorization	Adrienne Provider
9/27/2018	General	Add note	Entire Authorization	Adrienne Provider

1 to 2 of 2 | First | Previous | Page 1 of 1 | Next | Last

Add Note

Contact Attempts

No Contact Attempts Found

0 to 0 of 0 | First | Previous | Page 0 of 0 | Next | Last

- You can also view the note by hovering over the note **Description** in blue.

CVS CAREMARK | Authorizations | Administration | My Account | WELCOME ADRIENNE PROVIDER | LOG OUT

Authorization Number: 142072 | Status: Approved | R-PA | Assigned User: |

Member Name: Sandiyone Bansal | Member Id: SR148530501 | Plan Name: CVS NLX Demo | Gender: Female | Date of Birth: 10/12/1980 | Line of Business: Commercial

Transaction Type	Priority	Request Date/Time	Decision Date/Time	Final Oral Notification	Final Written Notification	Decision	Enhanced Review
Original	Normal	8/27/2018 9:25:57 PM	8/27/2018 9:27:03 PM			Approved	NO

Notes, Letters & Documents

Notes

Date	Type	Description	Applies To	Added By
8/27/2018	Approval Reason	Automation Note	Entire Authorization	sailaja MD Oncologist

Automation Note

1 to 1 of 1 | First | Previous | Page 1 of 1 | Next | Last

Contact Attempts

No Contact Attempts Found

0 to 0 of 0 | First | Previous | Page 0 of 0 | Next | Last

BACK COPY MODIFY

DOCUMENTS

1. If prompted to add a document during the clinical question process, you can:
 - a. **Save and Close** your clinical questions and add the document
 - b. Add after the questions have been completed.
2. To attach a document to the Authorization, from the **Notes, Letter & Documents** section, select **Add Document**.

CVS CAREMARK

Authorizations Administration My Account

WELCOME ADRIENNE PROVIDER
LOG OUT

Authorization Number: 154137 Benefit Type: NLX Status: Tech Review Assigned User: Workflow: CVS NLX Auth Create Provider v1

Authorization Details Transaction History Member's PA History

Member Name: Lisa Test Member Id: 44434756796 Plan Name: CVS NLX Demo Gender: Female Date of Birth: 10/4/1932 Line of Business: Medicare

▼ Notes, Letters & Documents

▼ Notes

Date	Type	Description	Applies To	Added By
9/27/2018	General	Enter your note here...	Entire Authorization	Adrienne Provider
9/27/2018	General	Add note	Entire Authorization	Adrienne Provider

1 to 2 of 2 First Previous Page 1 of 1 Next Last

+ Add Note

▼ Contact Attempts

No Contact Attempts Found

0 to 0 of 0 First Previous Page 0 of 0 Next Last

+ Add Contact Attempt

▼ Letters & Documents

No documents found

0 to 0 of 0 First Previous Page 0 of 0 Next Last

+ Add Document

3. Browse through your directories to locate the desired file.
4. Select **Document** and rename the document.
5. Click **Upload** to attach.

Add Document

* Title: Document

Upload a File Select from History

+ Choose

test.docx 11.385 KB x

Upload Cancel

6. Your document will then be saved in the **Documents** section of the Authorization detail.
7. To view a document, click on the **Document** title in blue.

CVS CAREMARK | Authorizations Administration My Account | WELCOME ADRIENNE PROVIDER LOG OUT

Authorization Number: 154137 | Benefit Type: M | Status: Tech Review | Assigned User: | Workflow: CVSNLX Auth Create Provider v1

Authorization Details | Transaction History | Member's PA History

Member Name: Lisa Test | Member Id: 44434756796 | Plan Name: CVS NLX Demo | Gender: Female | Date of Birth: 10/4/1932 | Line of Business: Medicare

Normal 9/27/2018 11:40:04 AM

Notes, Letters & Documents

Notes

Date	Type	Description	Applies To	Added By
9/27/2018	General	Enter your note here...	Entire Authorization	Adrienne Provider
9/27/2018	General	Add note	Entire Authorization	Adrienne Provider

1 to 2 of 2 | First | Previous | Page 1 of 1 | Next | Last

Add Note

Contact Attempts

No Contact Attempts Found

0 to 0 of 0 | First | Previous | Page 0 of 0 | Next | Last

Add Contact Attempt

Letters & Documents

Date Attached	Type	Title (click to view)	Applies To	Added By	Actions	Delivery Status
9/27/2018		Document 	Entire Authorization	Adrienne Provider	  	

1 to 1 of 1 | First | Previous | Page 1 of 1 | Next | Last

Add Document

4. QUICK SEARCH

The **Quick Search** option allows you to search for Authorizations in the system using simple text or advanced filters.

1. To access **Quick Search**, from the Authorization dropdown menu select **Quick Search**.

The screenshot shows the CVS Caremark user interface. At the top, there are navigation links for 'Home', 'Authorizations', 'Administration', and 'My Account'. A user is logged in as 'ADRIENNE PROVIDER'. The 'Authorizations' dropdown menu is open, showing options for 'Find Authorization', 'Quick Search', and 'Create Authorization'. A red arrow points to the 'Quick Search' option. Below the menu, the 'SEARCH CRITERIA' section is visible, featuring a grid of input fields for search parameters such as Authorization #, Plan, Requesting Provider, First Name, Last Name, Member ID, Date Range, Authorization Status, Payer Authorization #, Patient Account #, Drug Name, and various advanced search filters like HCPCS/CPT Code, NDC Code, Physician NPI, and Physician Name. A 'SEARCH' button is located at the bottom of the criteria section.

2. Once in the **Quick Search** screen, you have the option to search by **Text Search** and **Filtered Search**.

This screenshot shows the 'Search Authorization' screen. At the top, the user is logged in as 'ADRIENNE PROVIDER'. Below the navigation bar, there is a message: 'Results may be limited if you do not have security access rights to certain content.' Two tabs are visible: 'Text Search' (highlighted in yellow) and 'Filtered Search'. Below the tabs is a search input field with the placeholder text 'Search...' and a 'QSearch' button. To the right of the input field, there is explanatory text: 'Text search will also display "near matching" results. You can also use "search operators" for refined results. If searching for a specific date, or date range, please use the "Filtered Search" tab.'

TEXT SEARCH

1. To search by text, click on the **Text Search** tab. The text search will look for matches anywhere in the prior authorization.

This screenshot is identical to the one above, showing the 'Search Authorization' screen with the 'Text Search' tab selected. It displays the search input field, the 'QSearch' button, and the explanatory text regarding search results and operators.

- Enter your search term in the search field and click **Search**. Your results will display at the bottom of the screen.

CVS CAREMARK | Authorizations | Administration | My Account | WELCOME ADRIENNE PROVIDER | LOG OUT

Search Authorization

Results may be limited if you do not have security access rights to certain content.

Text Search | Filtered Search

44434756796 [Search]

Text search will also display "near matching" results. You can also use "search operators" for refined results. If searching for a specific date, or date range, please use the "Filtered Search" tab.

- From the search results, you can view the high-level detail of an Authorization record (i.e., Novologix authorization number, provider, member name and ID, etc.).

CVS CAREMARK | Authorizations | Administration | My Account | WELCOME ADRIENNE PROVIDER | LOG OUT

Search Authorization

Results may be limited if you do not have security access rights to certain content.

Text Search | Filtered Search

intake [Search]

Text search will also display "near matching" results. You can also use "search operators" for refined results. If searching for a specific date, or date range, please use the "Filtered Search" tab.

Auth #	Member Details				Important dates				Sta...	Dia...	Ref...	Re...	Doc.	Notes	Copy			
Auth #	Firs...	Las...	Me...	Pri...	Lin...	Pro...	Dru...	Reque...	Start D...	End Date	Decisi...	Sta...	Dia...	Ref...	Re...	Doc.	Notes	Copy
154679	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	PACLita...	10/2/2018	11/30/20...	11/30/20...	10/2/2018	Denied	C50.011			✓	✓	[Copy]
154677	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Erbitu...	10/2/2018	1/30/2088	1/30/2088		Incomplete	C17.0					[Copy]
154676	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Erbitu...	10/2/2018	2/19/2080	2/19/2080		Incomplete	C17.0					[Copy]
154675	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Erbitu...	10/2/2018	3/30/2086	3/30/2086		Incomplete	C17.0					[Copy]
154674	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Erbitu...	10/2/2018	5/13/2077	5/13/2077		Incomplete	C17.0					[Copy]
154673	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Erbitu...	10/2/2018	6/12/2087	6/12/2087		Incomplete	C17.0					[Copy]
154672	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Erbitu...	10/2/2018	8/18/2082	8/18/2082		Incomplete	C17.0					[Copy]
154671	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Erbitu...	10/2/2018	4/14/2071	4/14/2071		Incomplete	C17.0					[Copy]
154670	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	PACLita...	10/2/2018	3/1/2073	2/28/2074		Speciali...	C50.011			✓		[Copy]
154669	FNNLXT...	LNNLXT...	NLXTR...	Normal	Commer...	SPAUL...	Actemra	10/2/2018	5/13/2071	5/13/2071		Pending...	M06.4					[Copy]
154668	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	PACLita...	10/2/2018	3/26/2081	3/25/2082		Speciali...	C50.011			✓		[Copy]
154667	FNNLXT...	LNNLXT...	NLXTR...	Normal	Commer...	SPAUL...	Actemra	10/2/2018	10/19/20...	10/19/20...		Pending...	A01.1					[Copy]
154666	Ghengis	Kim	SR1485...	Normal	Commer...	SPAUL...	Abraxane	10/2/2018	10/15/20...	10/15/20...		Pending...	C33					[Copy]
154665	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Erbitu...	10/2/2018	3/25/2084	3/25/2084	10/2/2018	Void	C17.0					[Copy]
154664	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Irinoteca...	10/2/2018	3/24/2083	3/22/2084		Speciali...	C17.0			✓		[Copy]
154663	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Prolia	10/2/2018	12/2/2082	6/1/2083		Tech Re...	C50.011					[Copy]
154662	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Taxolera	10/2/2018	2/10/2070	8/9/2070		Tech Re...	C43.10					[Copy]

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- You are also able to filter by the headings (highlighted in yellow) by clicking on the name of the heading. Columns with a "+" sign are expandable to display additional details.

Search Authorization

Results may be limited if you do not have security access rights to certain content.

Text Search Filtered Search

intake

Search

Text search will also display "near matching" results. You can also use "search operators" for refined results. If searching for a specific date, or date range, please use the "Filtered Search" tab.

Member Details										Important dates								
Auth #	Firs...	Las...	Me...	Pri...	Lin...	Pro...	Dru...	Reque...	Start D...	End Date	Decisi...	Sta...	Dia...	Ref...	Re...	Doc.	Notes	Copy
154679	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	PACLita...	10/2/2018	11/30/20...	11/30/20...	10/2/2018	Denied	C50.011			✓	✓	
154677	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Erbitu...	10/2/2018	1/30/2088	1/30/2088		Incomplete	C17.0					
154676	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Erbitu...	10/2/2018	2/19/2080	2/19/2080		Incomplete	C17.0					
154675	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Erbitu...	10/2/2018	3/30/2086	3/30/2086		Incomplete	C17.0					
154674	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Erbitu...	10/2/2018	5/13/2077	5/13/2077		Incomplete	C17.0					
154673	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Erbitu...	10/2/2018	6/12/2087	6/12/2087		Incomplete	C17.0					
154672	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Erbitu...	10/2/2018	8/18/2082	8/18/2082		Incomplete	C17.0					
154671	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Erbitu...	10/2/2018	4/14/2071	4/14/2071		Incomplete	C17.0					
154670	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	PACLita...	10/2/2018	3/1/2073	2/28/2074		Speciali...	C50.011			✓		
154669	FNNLXT...	LNNLXT...	NLXTR...	Normal	Commer...	SPAUL...	Actemra	10/2/2018	5/13/2071	5/13/2071		Pending...	M06.4					
154668	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	PACLita...	10/2/2018	3/26/2081	3/25/2082		Speciali...	C50.011			✓		
154667	FNNLXT...	LNNLXT...	NLXTR...	Normal	Commer...	SPAUL...	Actemra	10/2/2018	10/19/20...	10/19/20...		Pending...	A01.1					
154666	Ghengis	Kim	SR1485...	Normal	Commer...	SPAUL...	Abraxane	10/2/2018	10/15/20...	10/15/20...		Pending...	C33					
154665	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Erbitu...	10/2/2018	3/25/2084	3/25/2084	10/2/2018	Void	C17.0					
154664	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Irinoteca...	10/2/2018	3/24/2083	3/22/2084		Speciali...	C17.0			✓		
154663	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Prolia	10/2/2018	12/2/2082	6/1/2083		Tech Re...	C50.011					
154662	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Taxotere	10/2/2018	2/10/2070	8/9/2070		Tech Re...	C43.10					

5. Click on the "+" sign to view additional details of a particular column. Once expanded, click on the "-" sign to collapse.

Search Authorization

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Text Search Filtered Search

intake

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Member Details										Important dates								
Auth #	Firs...	Las...	Me...	Pri...	Lin...	Pro...	Dru...	Plan	Place o...	Benefit...	Reque...	Start D...	End Date	Decisi...	Sta...	Dia...	Ref...	Re...
154679	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	PACLita...	CVS NLX D...	Ambulatory...	Medical	10/2/2018	11/30/20...	11/30/20...	10/2/2018	Denied	C50.011		
154677	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Erbitu...	CVS NLX D...	Ambulatory...	Medical	10/2/2018	1/30/2088	1/30/2088		Incomplete	C17.0		
154676	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Erbitu...	CVS NLX D...	Ambulatory...	Medical	10/2/2018	2/19/2080	2/19/2080		Incomplete	C17.0		
154675	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Erbitu...	CVS NLX D...	Ambulatory...	Medical	10/2/2018	3/30/2086	3/30/2086		Incomplete	C17.0		
154674	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Erbitu...	CVS NLX D...	Ambulatory...	Medical	10/2/2018	5/13/2077	5/13/2077		Incomplete	C17.0		
154673	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Erbitu...	CVS NLX D...	Ambulatory...	Medical	10/2/2018	6/12/2087	6/12/2087		Incomplete	C17.0		
154672	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Erbitu...	CVS NLX D...	Ambulatory...	Medical	10/2/2018	8/18/2082	8/18/2082		Incomplete	C17.0		
154671	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Erbitu...	CVS NLX D...	Ambulatory...	Medical	10/2/2018	4/14/2071	4/14/2071		Incomplete	C17.0		
154670	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	PACLita...	CVS NLX D...	Ambulatory...	Medical	10/2/2018	3/1/2073	2/28/2074		Speciali...	C50.011		
154669	FNNLXT...	LNNLXT...	NLXTR...	Normal	Commer...	SPAUL...	Actemra	CVS NLX D...	Ambulatory...	Pharmacy	10/2/2018	5/13/2071	5/13/2071		Pending...	M06.4		
154668	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	PACLita...	CVS NLX D...	Ambulatory...	Medical	10/2/2018	3/26/2081	3/25/2082		Speciali...	C50.011		
154667	FNNLXT...	LNNLXT...	NLXTR...	Normal	Commer...	SPAUL...	Actemra	CVS NLX D...	Ambulatory...	Pharmacy	10/2/2018	10/19/20...	10/19/20...		Pending...	A01.1		
154666	Ghengis	Kim	SR1485...	Normal	Commer...	SPAUL...	Abraxane	CVS NLX D...	Ambulatory...	Pharmacy	10/2/2018	10/15/20...	10/15/20...		Pending...	C33		
154665	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Erbitu...	CVS NLX D...	Ambulatory...	Medical	10/2/2018	3/25/2084	3/25/2084	10/2/2018	Void	C17.0		
154664	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Irinoteca...	CVS NLX D...	Ambulatory...	Medical	10/2/2018	3/24/2083	3/22/2084		Speciali...	C17.0		
154663	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Prolia	CVS NLX D...	Ambulatory...	Medical	10/2/2018	12/2/2082	6/1/2083		Tech Re...	C50.011		

6. Columns are also moveable. Click on the column you would like to move.

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Search Authorization

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Text Search Filtered Search

intake Search

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Member Details				Important dates															
Auth #	Firs...	Las...	Me...	Pri...	Lin...	Pro...	Dru...	Reque...	Start D...	End Date	Decisi...	Sta...	Dia...	Ref...	Re...	Doc.	Notes	Copy	
154879	Ghengis	Kim	SR1485...	Normal	Commer...	Provider...	Oxaliplatin	10/3/2018	10/3/2018	10/3/2018	10/3/2018	Pending...	C50.012				✓	✓	📄
154774	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Oxaliplatin	10/2/2018	7/3/2086	7/2/2087		Speciali...	C17.0				✓		📄
154773	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Irinoteca...	10/2/2018	8/15/2072	8/14/2073		Speciali...	C17.0				✓		📄
154771	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Eribitux	10/2/2018	3/14/2070	3/13/2071		Speciali...	C17.0				✓		📄
154770	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Irinoteca...	10/2/2018	11/28/20...	11/27/20...		Speciali...	C17.0				✓		📄
154769	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Oxaliplatin	10/2/2018	2/10/2075	2/9/2076	10/2/2018	Approved	C17.0				✓		📄
154768	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Eribitux	10/2/2018	3/15/2076	3/14/2077		Speciali...	C17.0				✓		📄
154767	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Irinoteca...	10/2/2018	3/2/2085	3/1/2086		Speciali...	C17.0				✓		📄
154766	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Oxaliplatin	10/2/2018	11/16/20...	11/15/20...		Speciali...	C17.0				✓		📄
154764	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Eribitux	10/2/2018	11/19/20...	11/18/20...		Speciali...	C17.0				✓		📄
154763	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Irinoteca...	10/2/2018	3/18/2070	3/17/2071		Speciali...	C17.0				✓		📄
154762	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	DOCEta...	10/2/2018	8/15/2088	8/15/2088		Incomplete	C50.011						📄
154761	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	DOCEta...	10/2/2018	6/20/2072	6/20/2072		Incomplete	C50.011						📄
154759	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Irinoteca...	10/2/2018	1/29/2087	1/28/2088	10/2/2018	Approved	C17.0				✓		📄
154758	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Eribitux	10/2/2018	5/21/2083	5/19/2084		Speciali...	C17.0				✓		📄
154756	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Oxaliplatin	10/2/2018	6/14/2071	6/12/2072		Speciali...	C17.0				✓		📄
154755	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Eribitux	10/2/2018	10/25/20...	10/25/20...		Incomplete	C17.0						📄

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7. Drag the column to its new location.

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Search Authorization

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Text Search Filtered Search

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Member Details				Important dates															
Auth #	Dru...	Firs...	Las...	Me...	Pri...	Lin...	Pro...	Reque...	Start D...	End Date	Decisi...	Sta...	Dia...	Ref...	Re...	Doc.	Notes	Copy	
154879	Oxaliplatin	Ghengis	Kim	SR1485...	Normal	Commer...	Provider...	10/3/2018	10/3/2018	10/3/2018	10/3/2018	Pending...	C50.012				✓	✓	📄
154774	Oxaliplatin	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	10/2/2018	7/3/2086	7/2/2087		Speciali...	C17.0				✓		📄
154773	Irinoteca...	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	10/2/2018	8/15/2072	8/14/2073		Speciali...	C17.0				✓		📄
154771	Eribitux	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	10/2/2018	3/14/2070	3/13/2071		Speciali...	C17.0				✓		📄
154770	Irinoteca...	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	10/2/2018	11/28/20...	11/27/20...		Speciali...	C17.0				✓		📄
154769	Oxaliplatin	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	10/2/2018	2/10/2075	2/9/2076	10/2/2018	Approved	C17.0				✓		📄
154768	Eribitux	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	10/2/2018	3/15/2076	3/14/2077		Speciali...	C17.0				✓		📄
154767	Irinoteca...	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	10/2/2018	3/2/2085	3/1/2086		Speciali...	C17.0				✓		📄
154766	Oxaliplatin	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	10/2/2018	11/16/20...	11/15/20...		Speciali...	C17.0				✓		📄
154764	Eribitux	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	10/2/2018	11/19/20...	11/18/20...		Speciali...	C17.0				✓		📄
154763	Irinoteca...	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	10/2/2018	3/18/2070	3/17/2071		Speciali...	C17.0				✓		📄
154762	DOCEta...	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	10/2/2018	8/15/2088	8/15/2088		Incomplete	C50.011						📄
154761	DOCEta...	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	10/2/2018	6/20/2072	6/20/2072		Incomplete	C50.011						📄
154759	Irinoteca...	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	10/2/2018	1/29/2087	1/28/2088	10/2/2018	Approved	C17.0				✓		📄
154758	Eribitux	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	10/2/2018	5/21/2083	5/19/2084		Speciali...	C17.0				✓		📄
154756	Oxaliplatin	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	10/2/2018	6/14/2071	6/12/2072		Speciali...	C17.0				✓		📄
154755	Eribitux	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	10/2/2018	10/25/20...	10/25/20...		Incomplete	C17.0						📄

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8. To view a specific record on your search results, click the Authorization number in blue, to open the Authorization detail.

CVS CAREMARK | Authorizations Administration My Account | WELCOME ADRIENNE PROVIDER LOG OUT

Search Authorization

Results may be limited if you do not have security access rights to certain content.

Text Search Filtered Search

Intake [Search]

Text search will also display "near matching" results. You can also use "search operators" for refined results. If searching for a specific date, or date range, please use the "Filtered Search" tab.

Member Details								Important dates										
Auth #	Firs...	Las...	Me...	Pri...	Lin...	Pro...	Dru...	Plan	Place o...	Benefit...	Reque...	Start D...	End Date	Decisi...	Sta...	Dia...	Ref...	Re...
154679	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	PACLita...	CVS NLX D...	Ambulatory...	Medical	10/2/2018	11/30/20...	11/30/20...	10/2/2018	Denied	C50.011		
154677	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Erbitu...	CVS NLX D...	Ambulatory...	Medical	10/2/2018	1/30/2088	1/30/2088		Incomplete	C17.0		
154676	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Erbitu...	CVS NLX D...	Ambulatory...	Medical	10/2/2018	2/19/2080	2/19/2080		Incomplete	C17.0		
154675	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Erbitu...	CVS NLX D...	Ambulatory...	Medical	10/2/2018	3/30/2086	3/30/2086		Incomplete	C17.0		
154674	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Erbitu...	CVS NLX D...	Ambulatory...	Medical	10/2/2018	5/13/2077	5/13/2077		Incomplete	C17.0		
154673	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Erbitu...	CVS NLX D...	Ambulatory...	Medical	10/2/2018	6/12/2087	6/12/2087		Incomplete	C17.0		
154672	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Erbitu...	CVS NLX D...	Ambulatory...	Medical	10/2/2018	8/18/2082	8/18/2082		Incomplete	C17.0		

9. To export the search results, click the **Export** icon.

CVS CAREMARK | Authorizations Administration My Account | WELCOME ADRIENNE PROVIDER LOG OUT

Search Authorization

Results may be limited if you do not have security access rights to certain content.

Text Search Filtered Search

Intake [Search]

Text search will also display "near matching" results. You can also use "search operators" for refined results. If searching for a specific date, or date range, please use the "Filtered Search" tab.

Member Details								Important dates										
Auth #	Firs...	Las...	Me...	Pri...	Lin...	Pro...	Dru...	Plan	Place o...	Benefit...	Reque...	Start D...	End Date	Decisi...	Sta...	Dia...	Ref...	Re...
154679	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	PACLita...	CVS NLX D...	Ambulatory...	Medical	10/2/2018	11/30/20...	11/30/20...	10/2/2018	Denied	C50.011		
154677	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Erbitu...	CVS NLX D...	Ambulatory...	Medical	10/2/2018	1/30/2088	1/30/2088		Incomplete	C17.0		
154676	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Erbitu...	CVS NLX D...	Ambulatory...	Medical	10/2/2018	2/19/2080	2/19/2080		Incomplete	C17.0		
154675	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Erbitu...	CVS NLX D...	Ambulatory...	Medical	10/2/2018	3/30/2086	3/30/2086		Incomplete	C17.0		
154674	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Erbitu...	CVS NLX D...	Ambulatory...	Medical	10/2/2018	5/13/2077	5/13/2077		Incomplete	C17.0		
154673	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Erbitu...	CVS NLX D...	Ambulatory...	Medical	10/2/2018	6/12/2087	6/12/2087		Incomplete	C17.0		
154672	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	Erbitu...	CVS NLX D...	Ambulatory...	Medical	10/2/2018	8/18/2082	8/18/2082		Incomplete	C17.0		

10. To make a quick copy of an Authorization from the search results, click the **Copy** icon.

CVS CAREMARK | Authorizations Administration My Account | WELCOME ADRIENNE PROVIDER LOG OUT

Search Authorization

Results may be limited if you do not have security access rights to certain content.

Text Search Filtered Search

Intake [Search]

Text search will also display "near matching" results. You can also use "search operators" for refined results. If searching for a specific date, or date range, please use the "Filtered Search" tab.

Member Details								Important dates								Doc.	Notes	Copy
Auth #	Dru...	Firs...	Las...	Me...	Pri...	Lin...	Pro...	Reque...	Start D...	End Date	Decisi...	Sta...	Dia...	Ref...	Re...	Doc.	Notes	Copy
154879	Herceptin	Ghengis	Kim	SR1485...	Normal	Commer...	Provider...	10/3/2018	10/3/2018	10/3/2018	10/3/2018	Pending...	C50.012			✓	✓	📄
154774	Oxaliplatin	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	10/2/2018	7/3/2086	7/2/2087		Speciali...	C17.0			✓		📄
154773	Irinoteca...	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	10/2/2018	8/15/2072	8/14/2073		Speciali...	C17.0			✓		📄
154771	Erbitu...	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	10/2/2018	3/14/2070	3/13/2071		Speciali...	C17.0			✓		📄
154770	Irinoteca...	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	10/2/2018	11/28/20...	11/27/20...		Speciali...	C17.0			✓		📄

11. To refine your results, you can use Search Operators.

The screenshot shows the CVS Caremark Search Authorization page. At the top, there are navigation links for 'Authorizations', 'Administration', and 'My Account'. The user is logged in as 'WELCOME ADRIENNE PROVIDER'. The search results are displayed in a table with columns for 'Auth #', 'Dru...', 'Firs...', 'Las...', 'Me...', 'Pri...', 'Lin...', 'Pro...', 'Reque...', 'Start D...', 'End Date', 'Decisi...', and 'Copy'. The search term 'intake' is entered in the search field. A tooltip titled 'Search Operators' is visible, providing instructions on how to use search operators: 'OR' for equivalent terms, 'AND' for multiple terms, and 'NOT' for excluding terms.

Search Operators

- To search for an exact phrase, place your phrase within the quotes.
- OR**
To search for a given term OR an equivalent term, place the word "OR" (All CAPS) in between the terms. E.g. John OR Jon
- AND**
To return results that meet both given terms, place the word "AND" (All CAPS) in between the terms E.g. Gamunex AND Gammagard
- NOT**
To exclude a term, place the word "NOT" (All CAPS) before the term. E.g. John NOT Johnson

Auth #	Dru...	Firs...	Las...	Me...	Pri...	Lin...	Pro...	Reque...	Start D...	End Date	Decisi...	Copy
154379	Hercaptin	Ghengis	Kim	SR1485...	Normal	Commer...	Provider...	10/3/2018	10/3/2018	10/3/2018	10/3/2018	
154774	Oxaliplatin	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	10/2/2018	7/3/2086	7/2/2087		
154773	Irinoteca...	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	10/2/2018	8/15/2072	8/14/2073		
154771	Eribitux	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	10/2/2018	3/14/2070	3/13/2071		
154770	Irinoteca...	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	10/2/2018	11/28/20...	11/27/20...		
154769	Oxaliplatin	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	10/2/2018	2/10/2075	2/9/2076	10/2/20...	
154768	Eribitux	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	10/2/2018	3/15/2076	3/14/2077		
154767	Irinoteca...	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	10/2/2018	3/2/2085	3/1/2086		
154766	Oxaliplatin	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	10/2/2018	11/16/20...	11/15/20...		
154764	Eribitux	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	10/2/2018	11/19/20...	11/18/20...	Speciali... C17.0	✓
154763	Irinoteca...	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	10/2/2018	3/18/2070	3/17/2071	Speciali... C17.0	✓
154762	DOCEta...	Sandyone	Bansal	SR1485...	Normal	Commer...	SPAUL...	10/2/2018	8/15/2088	8/15/2088	Incomplete C50.011	

- To search for an exact phrase, place quotes around the text entered on the search field.
- To search for an equivalent or a given term, enter the word “OR” (in all caps) between both search terms in the search text field.
- To search for results that include more than one term, enter the word “AND” (in all caps) between both search terms in the search text field.
- To exclude a search term from your results, enter the word “NOT” (in all caps) before the search term in the search text field.

FILTERED SEARCH

Filtered Search provides the same filtering results as the Find Authorization feature.

The screenshot shows the CVS Caremark Search Authorization page with the 'Filtered Search' tab selected. The form contains several sections for filtering results:

- AUTHORIZATION DETAILS:** Transaction Type (dropdown: [All]), Plan (dropdown: Select), Authorization # (text field), Authorization Status (dropdown: [All]), Requesting Provider (text field), Rendering Provider (text field).
- PATIENT DETAILS:** First Name (text field), Last Name (text field), Member ID (text field), Benefit Type (dropdown: [All]), Group # (text field).
- ADDITIONAL DETAILS:** Drug Name (text field), NDC Code (text field), DATE RANGE: Date Type (dropdown: Select), Date Range (text field: MM/DD/YYYY - MM/DD/YYYY).

A 'Search' button is located at the bottom of the form.

1. To reach Filtered Search, click the **Filtered Search** tab.

Search Authorization
Results may be limited if you do not have security access rights to certain content.

Text Search **Filtered Search**

AUTHORIZATION DETAILS

Transaction Type : [All]
Plan : CVS NLX Demo
Authorization # :
Authorization Status : [All]
Requesting Provider :
Rendering Provider :

PATIENT DETAILS

First Name :
Last Name :
Member ID :
Benefit Type : [All]
Group # :

ADDITIONAL DETAILS

Drug Name : botox
NDC Code :
DATE RANGE
Date Type : Select
Date Range : MM/DD/YYYY - MM/DD/YYYY

Search

2. Once in the **Filtered Search** tab, complete the fields you wish to filter your results by and click **Search**.

CVS CAREMARK | Authorizations Administration My Account | WELCOME ADRIENNE PROVIDER LOG OUT

Search Authorization
Results may be limited if you do not have security access rights to certain content.

Text Search **Filtered Search**

AUTHORIZATION DETAILS

Transaction Type : [All]
Plan : Select
Authorization # :
Authorization Status : [All]
Requesting Provider : spaulding
Rendering Provider :

PATIENT DETAILS

First Name :
Last Name :
Member ID :
Benefit Type : [All]
Group # :

ADDITIONAL DETAILS

Drug Name :
NDC Code :
DATE RANGE
Date Type : Select
Date Range : MM/DD/YYYY - MM/DD/YYYY

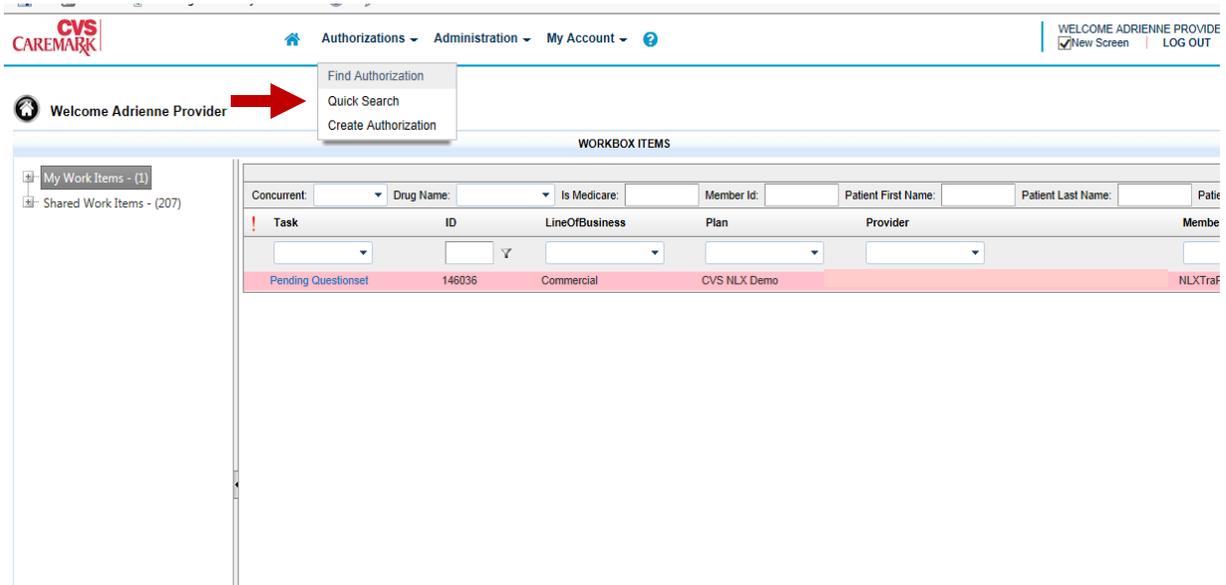
Search

Member Details			Important dates															
Auth #	Fir...	Las...	Me...	Pri...	Lin...	Pro...	Dru...	Reque...	Start D...	End Date	Decisi...	Sta...	Dia...	Ref...	Re...	Doc.	Notes	Copy
154774	Sandyone	Bansal	SR1485...	Normal	Comme...	SPAUL...	Oxaliplatin	10/2/2018	7/3/2086	7/2/2087		Speciali...	C17.0			✓		
154773	Sandyone	Bansal	SR1485...	Normal	Comme...	SPAUL...	Irinotec...	10/2/2018	8/15/2072	8/14/2073		Speciali...	C17.0			✓		
154771	Sandyone	Bansal	SR1485...	Normal	Comme...	SPAUL...	Eribitux	10/2/2018	3/14/2070	3/13/2071		Speciali...	C17.0			✓		
154770	Sandyone	Bansal	SR1485...	Normal	Comme...	SPAUL...	Irinotec...	10/2/2018	11/28/2...	11/27/2...		Speciali...	C17.0			✓		
154769	Sandyone	Bansal	SR1485...	Normal	Comme...	SPAUL...	Oxaliplatin	10/2/2018	2/10/2075	2/9/2076	10/2/2018	Approved	C17.0			✓		
154768	Sandyone	Bansal	SR1485...	Normal	Comme...	SPAUL...	Eribitux	10/2/2018	3/15/2076	3/14/2077		Speciali...	C17.0			✓		
154767	Sandyone	Bansal	SR1485...	Normal	Comme...	SPAUL...	Irinotec...	10/2/2018	3/2/2085	3/1/2086		Speciali...	C17.0			✓		
154766	Sandyone	Bansal	SR1485...	Normal	Comme...	SPAUL...	Oxaliplatin	10/2/2018	11/16/2	11/15/2		Speciali...	C17.0			✓		

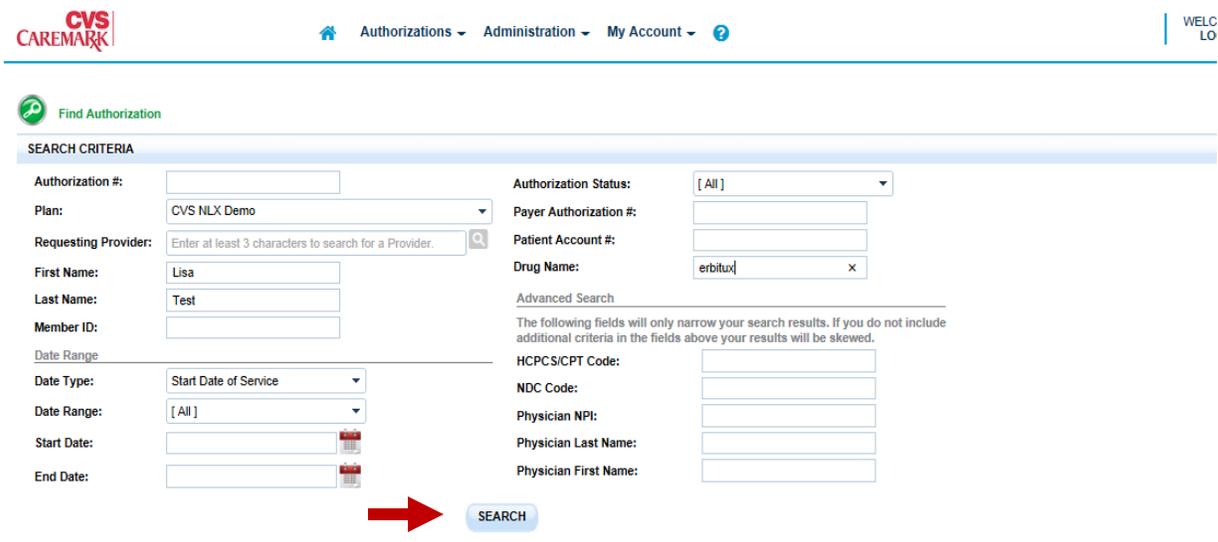
3. Your filtered results will appear at the bottom of the screen.

5. FIND AN AUTHORIZATION

The Find Authorization features allows users to look up any authorizations in the system submitted by your Provider office. Since the Quick Search feature have been implemented in the system, the Find Authorization feature will be discontinued at some point in the future.



1. From the Homepage select **Find Authorization** from the Authorizations from the top navigation menu.



2. Enter search criteria.
3. Click **Search**.

- Select the Authorization you wish to view by clicking on the **Auth#** in blue from the search results presented at the bottom of the screen.

CVS CAREMARK | Authorizations Administration My Account | WELCOME ADRIENNE PROVIDI LOG OUT

Find Authorization

SEARCH CRITERIA

Authorization #:

Plan: CVS NLX Demo

Requesting Provider: Enter at least 3 characters to search for a Provider.

First Name: Lisa

Last Name: Test

Member ID:

Date Range

Date Type: Start Date of Service

Date Range: [All]

Start Date:

End Date:

Authorization Status: [All]

Payer Authorization #:

Patient Account #:

Drug Name: erbitux

Advanced Search

The following fields will only narrow your search results. If you do not include additional criteria in the fields above your results will be skewed.

HCPCS/CPT Code:

NDC Code:

Physician NPI:

Physician Last Name:

Physician First Name:

SEARCH

AUTHORIZATION SEARCH RESULTS Max Records 100

Page size: 25 3 records in 1 pages

Auth #	First Name	Last Name	Member ID	Plan	Provider Name	Drug Name	Start Date	End Date	Last Activity Date	Status	Documents	Notes	Copy
154137	Lisa	Test	44434756796	CVS NLX Demo	Provider, Intake A	Erbilux	7/17/2018	7/17/2018	9/27/2018	Tech Review			
130379	Lisa	Test	44434756796	CVS NLX Demo	Provider, Intake A	Erbilux	7/17/2018	7/17/2018	7/17/2018	Void	✓		
130386	Lisa	Test	44434756796	CVS NLX Demo	Provider, Intake A	Erbilux	7/17/2018	7/17/2018	9/27/2018	Void			



6. MEMBER PRIOR AUTHORIZATION HISTORY

Member Prior Authorization History allows a provider facility to access to the complete history of prior authorizations submitted to Novologix for that member and their content from the prior authorization detail screen.

- To access the Member Prior Authorization History tab, click on the **Member's PA History** tab at the top of the authorization details screen.

CVS CAREMARK | Authorizations | Administration | My Account | WELCOME ADRIENNE PROVID | LOG OUT

Authorization Number: 130268 | Benefit Type: | Status: Denied | Assigned User:

Authorization Details | Transaction History | **Member's PA History**

Member Name: Lisa Test | Member ID: 44434756796 | Plan Name: CVS NLX Demo | Gender: Female | Date of Birth: 10/4/1932 | Line of Business: Medicare

Member Details

Patient Details

Last Name	Test	First Name	Lisa	Middle Initial	
Date of Birth	10/04/1932 (85 years)	Gender	Female		
Weight (kg)	12	Preferred Language	English	Body Surface Area (BSA) (m2)	0.08
Height (cm)	2	Secondary Phone Number	() - - - -		
Carrier	ABCD	Phone	(999) 999-9999		
Account	EFGH				
Group Name	12345				

Addresses

Primary	123 12th Street	Anywhere	Alabama	12345
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Insurance Details

Member ID	44434756796	Relationship to Insured	Self	Plan	CVS NLX Demo
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BACK COPY APPEAL

- Every authorization in the system submitted by your provider facility for that member will be listed under **Member's PA History**.

CVS CAREMARK | Authorizations | Administration | My Account | WELCOME ADRIENNE PROVID | LOG OUT

Authorization Number: 149016 | Benefit Type: | Status: Approved | Assigned User:

Authorization Details | Transaction History | **Member's PA History**

Member Name: FNNLXTraPATest1 LNNLXTraPATest1 | Member ID: NLXTRAPATEST1 | Plan Name: CVS NLX Demo | Gender: Male | Date of Birth: 1/1/1990 | Line of Business: Commercial

Member's PA History | Records per page: 25 | Export

Auth #	Provider Name	Diagnosis	Drug Name	Start Date	End Date	Last Activity Date	Status	Documents	Notes
146608	MARY WASHINGTO...	L40.1	Benlysta	05/17/2083	05/17/2083	09/12/2018	Void	Multiple	
146557	MARY WASHINGTO...	L40.1	Benlysta	03/04/2088	03/04/2088	09/12/2018	Tech Review	Multiple	
146126	MARY WASHINGTO...	A02.9	Benlysta	09/11/2018	09/11/2018	09/11/2018	Approved	Multiple	Multiple
146086	MARY WASHINGTO...	L40.1	Benlysta	06/25/2071	06/25/2071	09/11/2018	Denied	Multiple	Multiple
145713	MARY WASHINGTO...	L40.1	Benlysta	12/18/2081	06/17/2082	09/10/2018	Tech Review	Multiple	
145696	MARY WASHINGTO...	L40.1	Benlysta	08/20/2083	08/20/2083	09/11/2018	Denied	Multiple	Multiple
145690	MARY WASHINGTO...	L40.1	Benlysta	07/25/2087	07/25/2087	09/10/2018	Denied	Multiple	Multiple
145682	MARY WASHINGTO...	L40.1	Benlysta	07/14/2078	07/14/2078	09/10/2018	Clinical review reopen	Multiple	Multiple
145670	MARY WASHINGTO...	L40.1	Benlysta	06/18/2070	12/17/2070	09/10/2018	Tech Review	Multiple	
145668	MARY WASHINGTO...	L40.1	Benlysta	02/25/2075	02/25/2075	09/10/2018	Clinical review reopen	Multiple	Multiple

- The details listed for each authorization include the authorization number, provider name, diagnosis code, drug name, start and end dates, authorization status, documents and notes.

CVS CAREMARK | Authorizations | Administration | My Account | WELCOME ADRIENNE PROVIDER | LOG OUT

Authorization Number: 149016 | Benefit Type: | Status: Approved | Assigned User:

Member Name: FNNLXTraPATest1 LNNLXTraPATest1 | Member Id: NLXTRAPATEST1 | Plan Name: CVS NLX Demo | Gender: Male | Date of Birth: 1/1/1990 | Line of Business: Commercial

Member's PA History | Records per page: 25 | Export

Auth #	Provider Name	Diagnosis	Drug Name	Start Date	End Date	Last Activity Date	Status	Documents	Notes
146608	MARY WASHINGTO...	L40.1	Benlysta	05/17/2083	05/17/2083	09/12/2018	Void	Multiple	
146557	MARY WASHINGTO...	L40.1	Benlysta	03/04/2088	03/04/2088	09/12/2018	Tech Review	Multiple	Multiple
146126	MARY WASHINGTO...	A02.9	Benlysta	09/11/2018	09/11/2018	09/11/2018	Approved	Multiple	Multiple
146086	MARY WASHINGTO...	L40.1	Benlysta	06/25/2071	06/25/2071	09/11/2018	Denied	Multiple	Multiple
145713	MARY WASHINGTO...	L40.1	Benlysta	12/18/2081	06/17/2082	09/10/2018	Tech Review	Multiple	Multiple
145696	MARY WASHINGTO...	L40.1	Benlysta	08/20/2083	08/20/2083	09/11/2018	Denied	Multiple	Multiple
145690	MARY WASHINGTO...	L40.1	Benlysta	07/25/2087	07/25/2087	09/10/2018	Denied	Multiple	Multiple
145682	MARY WASHINGTO...	L40.1	Benlysta	07/14/2078	07/14/2078	09/10/2018	Clinical review reopen	Multiple	Multiple
145670	MARY WASHINGTO...	L40.1	Benlysta	06/18/2070	12/17/2070	09/10/2018	Tech Review	Multiple	Multiple
145668	MARY WASHINGTO...	L40.1	Benlysta	02/25/2075	02/25/2075	09/10/2018	Clinical review reopen	Multiple	Multiple

- The **Diagnosis** descriptions are viewable by hovering over the diagnosis code in blue.

CVS CAREMARK | Authorizations | Administration | My Account | WELCOME ADRIENNE PROVIDER | LOG OUT

Authorization Number: 149016 | Benefit Type: | Status: Approved | Assigned User:

Member Name: FNNLXTraPATest1 LNNLXTraPATest1 | Member Id: NLXTRAPATEST1 | Plan Name: CVS NLX Demo | Gender: Male | Date of Birth: 1/1/1990 | Line of Business: Commercial

Member's PA History | Records per page: 25 | Export

Auth #	Provider Name	Diagnosis	Drug Name	Start Date	End Date	Last Activity Date	Status	Documents	Notes
146608	MARY WASHINGTO...	L40.1	Benlysta	05/17/2083	05/17/2083	09/12/2018	Void	Multiple	
146557	MARY WASHINGTO...	L40.1	Benlysta	03/04/2088	03/04/2088	09/12/2018	Tech Review	Multiple	Multiple
146126	MARY WASHINGTO...	A02.9	Benlysta	09/11/2018	09/11/2018	09/11/2018	Approved	Multiple	Multiple
146086	MARY WASHINGTO...	L40.1	Benlysta	06/25/2071	06/25/2071	09/11/2018	Denied	Multiple	Multiple
145713	MARY WASHINGTO...	L40.1	Benlysta	12/18/2081	06/17/2082	09/10/2018	Tech Review	Multiple	Multiple
145696	MARY WASHINGTO...	L40.1	Benlysta	08/20/2083	08/20/2083	09/11/2018	Denied	Multiple	Multiple
145690	MARY WASHINGTO...	L40.1	Benlysta	07/25/2087	07/25/2087	09/10/2018	Denied	Multiple	Multiple
145682	MARY WASHINGTO...	L40.1	Benlysta	07/14/2078	07/14/2078	09/10/2018	Clinical review reopen	Multiple	Multiple
145670	MARY WASHINGTO...	L40.1	Benlysta	06/18/2070	12/17/2070	09/10/2018	Tech Review	Multiple	Multiple
145668	MARY WASHINGTO...	L40.1	Benlysta	02/25/2075	02/25/2075	09/10/2018	Clinical review reopen	Multiple	Multiple
145662	MARY WASHINGTO...	L40.1	Benlysta	05/29/2077	05/29/2077	09/11/2018	Approved	Multiple	Multiple
145660	MARY WASHINGTO...	L40.0	Benlysta	07/06/2080	07/06/2080	09/10/2018	Approved	Multiple	Multiple
145657	MARY WASHINGTO...	L40.1	Benlysta	03/04/2076	03/04/2076	09/10/2018	Split Decision	Multiple	Multiple
145656	MARY WASHINGTO...	A02.9	Benlysta	09/10/2018	09/10/2018	09/10/2018	Denied	Multiple	Multiple

- Documents associated with an authorization can be opened by clicking on the document name in blue.

CVS CAREMARK | Authorizations | Administration | My Account | WELCOME ADRIENNE PROVIDER | LOG OUT

Authorization Number: 149016 | Benefit Type: M | Status: Approved | Assigned User:

Member Name: FNNLXTraPATest1 LNNLXTraPATest1 | Member Id: NLXTRAPATEST1 | Plan Name: CVS NLX Demo | Gender: Male | Date of Birth: 1/1/1990 | Line of Business: Commercial

Member's PA History | Records per page: 25 | Export

Auth #	Provider Name	Diagnosis	Drug Name	Start Date	End Date	Last Activity Date	Status	Documents	Notes
146608	MARY WASHINGTON...	L40.1	Benlysta	05/17/2083	05/17/2083	09/12/2018	Void	Multiple	
146557	MARY WASHINGTON...	L40.1	Benlysta	03/04/2088	03/04/2088	09/12/2018	Tech Review	Multiple	
146126	MARY WASHINGTON...	A02.9	Benlysta	09/11/2018	09/11/2018	09/11/2018	Approved	Multiple	Multiple
146086	MARY WASHINGTON...	L40.1	Benlysta	06/25/2071	06/25/2071	09/11/2018	Denied	Multiple	Multiple
145713	MARY WASHINGTON...	L40.1	Benlysta	12/18/2081	06/17/2082	09/10/2018	Tech Review	Multiple	
145696	MARY WASHINGTON...	L40.1	Benlysta	08/20/2083	08/20/2083	09/11/2018	Denied	Multiple	Multiple
145690	MARY WASHINGTON...	L40.1	Benlysta	07/25/2087	07/25/2087	09/10/2018	Denied	Multiple	Multiple
145682	MARY WASHINGTON...	L40.1	Benlysta	07/14/2078	07/14/2078	09/10/2018	Clinical review reopen	Multiple	Multiple
145670	MARY WASHINGTON...	L40.1	Benlysta	06/18/2070	12/17/2070	09/10/2018	Tech Review	Multiple	
145668	MARY WASHINGTON...	L40.1	Benlysta	02/25/2075	02/25/2075	09/10/2018	Clinical review reopen	Multiple	Multiple
145662	MARY WASHINGTON...	L40.1	Benlysta	05/29/2077	05/29/2077	09/11/2018	Approved	Multiple	Multiple
145660	MARY WASHINGTON...	L40.0	Benlysta	07/06/2080	07/06/2080	09/10/2018	Approved	Multiple	Multiple
145657	MARY WASHINGTON...	L40.1	Benlysta	03/04/2076	03/04/2076	09/10/2018	Split Decision	Multiple	Multiple
145656	MARY WASHINGTON...	A02.9	Benlysta	09/10/2018	09/10/2018	09/10/2018	Denied	Multiple	Multiple

- For authorizations that have multiple documents attached, click on the down arrow to view the list of documents attached to that authorization.

CVS CAREMARK | Authorizations | Administration | My Account | WELCOME ADRIENNE PROVIDER | LOG OUT

Authorization Number: 149016 | Benefit Type: M | Status: Approved | Assigned User:

Member Name: FNNLXTraPATest1 LNNLXTraPATest1 | Member Id: NLXTRAPATEST1 | Plan Name: CVS NLX Demo | Gender: Male | Date of Birth: 1/1/1990 | Line of Business: Commercial

Member's PA History | Records per page: 25 | Export

Auth #	Provider Name	Diagnosis	Drug Name	Start Date	End Date	Last Activity Date	Status	Documents	Notes
146608	MARY WASHINGTON...	L40.1	Benlysta	05/17/2083	05/17/2083	09/12/2018	Void	Multiple	
146557	MARY WASHINGTON...	L40.1	Benlysta	03/04/2088	03/04/2088	09/12/2018	Tech Review	Multiple	
146126	MARY WASHINGTON...	A02.9	Benlysta	09/11/2018	09/11/2018	09/11/2018	Approved	Multiple	Multiple
146086	MARY WASHINGTON...	L40.1	Benlysta	06/25/2071	06/25/2071	09/11/2018	Denied	Comm Denial_Rend	Multiple
145713	MARY WASHINGTON...	L40.1	Benlysta	12/18/2081	06/17/2082	09/10/2018	Tech Review	Comm Denial_Req	Multiple
145696	MARY WASHINGTON...	L40.1	Benlysta	08/20/2083	08/20/2083	09/11/2018	Denied	Comm Denial_Mem	Multiple
145690	MARY WASHINGTON...	L40.1	Benlysta	07/25/2087	07/25/2087	09/10/2018	Denied	Approval_Rend	Multiple
145682	MARY WASHINGTON...	L40.1	Benlysta	07/14/2078	07/14/2078	09/10/2018	Clinical review reopen	Approval_Req	Multiple
145670	MARY WASHINGTON...	L40.1	Benlysta	06/18/2070	12/17/2070	09/10/2018	Tech Review	Approval_Mem	Multiple
145668	MARY WASHINGTON...	L40.1	Benlysta	02/25/2075	02/25/2075	09/10/2018	Clinical review reopen	Multiple	Multiple
145662	MARY WASHINGTON...	L40.1	Benlysta	05/29/2077	05/29/2077	09/11/2018	Approved	Multiple	Multiple
145660	MARY WASHINGTON...	L40.0	Benlysta	07/06/2080	07/06/2080	09/10/2018	Approved	Multiple	Multiple
145657	MARY WASHINGTON...	L40.1	Benlysta	03/04/2076	03/04/2076	09/10/2018	Split Decision	Multiple	Multiple
145656	MARY WASHINGTON...	A02.9	Benlysta	09/10/2018	09/10/2018	09/10/2018	Denied	Multiple	Multiple
145654	MARY WASHINGTON...	L40.1	Benlysta	12/19/2084	12/19/2084	09/10/2018	Clinical review reopen	Multiple	Multiple
145652	MARY WASHINGTON...	L40.1	Benlysta	07/18/2083	07/18/2083	09/10/2018	Denied	Multiple	Multiple
145649	MARY WASHINGTON...	L40.1	Benlysta	05/22/2076	05/22/2076	09/10/2018	Approved	Multiple	Multiple

7. To view the details of a note, hover over the note link in blue.

CVS CAREMARK | Authorizations - Administration - My Account - ? | WELCOME ADRIENNE PROVIDER LOG OUT

Authorization Number: 149016 | Benefit Type: M | Status: Approved | Assigned User:

Member Name: FNNLXTrAPATest1 | Member Id: NLXTRAPATEST1 | Plan Name: CVS NLX Demo | Gender: Male | Date of Birth: 1/1/1990 | Line of Business: Commercial

Member's PA History | Records per page: 25 | Export

Auth #	Provider Name	Diagnosis	Drug Name	Start Date	End Date	Last Activity Date	Status	Documents	Notes
146608	MARY WASHINGTON...	L40.1	Benlysta	05/17/2083	05/17/2083	09/12/2018	Void	Mu Automation Modify Note	
146557	MARY WASHINGTON...	L40.1	Benlysta	03/04/2088	03/04/2088	09/12/2018	Tech Review	Multiple	Multiple
146126	MARY WASHINGTON...	A02.9	Benlysta	09/11/2018	09/11/2018	09/11/2018	Approved	Multiple	Multiple
146086	MARY WASHINGTON...	L40.1	Benlysta	06/25/2071	06/25/2071	09/11/2018	Denied	Multiple	Multiple
145713	MARY WASHINGTON...	L40.1	Benlysta	12/18/2081	06/17/2082	09/10/2018	Tech Review	Multiple	Multiple
145696	MARY WASHINGTON...	L40.1	Benlysta	08/20/2083	08/20/2083	09/11/2018	Denied	Multiple	Multiple
145690	MARY WASHINGTON...	L40.1	Benlysta	07/25/2087	07/25/2087	09/10/2018	Denied	Multiple	Multiple

8. For authorizations that contains multiple notes, click on the **Multiple** notes link in blue.

CVS CAREMARK | Authorizations - Administration - My Account - ? | WELCOME ADRIENNE PROVIDER LOG OUT

Authorization Number: 149016 | Benefit Type: M | Status: Approved | Assigned User:

Member Name: FNNLXTrAPATest1 | Member Id: NLXTRAPATEST1 | Plan Name: CVS NLX Demo | Gender: Male | Date of Birth: 1/1/1990 | Line of Business: Commercial

Member's PA History | Records per page: 25 | Export

Auth #	Provider Name	Diagnosis	Drug Name	Start Date	End Date	Last Activity Date	Status	Documents	Notes
146608	MARY WASHINGTON...	L40.1	Benlysta	05/17/2083	05/17/2083	09/12/2018	Void	Multiple	
146557	MARY WASHINGTON...	L40.1	Benlysta	03/04/2088	03/04/2088	09/12/2018	Tech Review	Multiple	
146126	MARY WASHINGTON...	A02.9	Benlysta	09/11/2018	09/11/2018	09/11/2018	Approved	Multiple	Multiple
146086	MARY WASHINGTON...	L40.1	Benlysta	06/25/2071	06/25/2071	09/11/2018	Denied	Multiple	Multiple
145713	MARY WASHINGTON...	L40.1	Benlysta	12/18/2081	06/17/2082	09/10/2018	Tech Review	Multiple	Multiple
145696	MARY WASHINGTON...	L40.1	Benlysta	08/20/2083	08/20/2083	09/11/2018	Denied	Multiple	Multiple
145690	MARY WASHINGTON...	L40.1	Benlysta	07/25/2087	07/25/2087	09/10/2018	Denied	Multiple	Multiple
145682	MARY WASHINGTON...	L40.1	Benlysta	07/14/2078	07/14/2078	09/10/2018	Clinical review reopen	Multiple	Multiple
145670	MARY WASHINGTON...	L40.1	Benlysta	06/18/2070	12/17/2070	09/10/2018	Tech Review	Multiple	Multiple
145668	MARY WASHINGTON...	L40.1	Benlysta	02/25/2075	02/25/2075	09/10/2018	Clinical review reopen	Multiple	Multiple
145662	MARY WASHINGTON...	L40.1	Benlysta	05/29/2077	05/29/2077	09/11/2018	Approved	Multiple	Multiple
145660	MARY WASHINGTON...	L40.0	Benlysta	07/06/2080	07/06/2080	09/10/2018	Approved	Multiple	Multiple
145657	MARY WASHINGTON...	L40.1	Benlysta	03/04/2076	03/04/2076	09/10/2018	Split Decision	Multiple	Multiple
145656	MARY WASHINGTON...	A02.9	Benlysta	09/10/2018	09/10/2018	09/10/2018	Denied	Multiple	Multiple

9. All notes associated with that authorization will be presented in the pop up that displays.

Benefit Type: M | Status: Denied | Assigned User:

Member's PA History

43475

View / Copy Note(s)

Date	Type	Description	Added by
07/17/2018	Contact Attempt	esfe	Adrienne Matimba
07/17/2018	Denial Reason	According to the information provided, the case does not meet our criteria for medical necessity and appropriate level of care.	Adrienne Matimba
07/17/2018	Denial Reason	According to the information provided, the case does not meet our criteria for medical necessity and appropriate level of care. gh	Adrienne Matimba
07/17/2018	General	note	Adrienne Matimba

Close

1 to 7 of 7 | First

10. To copy a note to your computer's clipboard, click on the note content in blue.

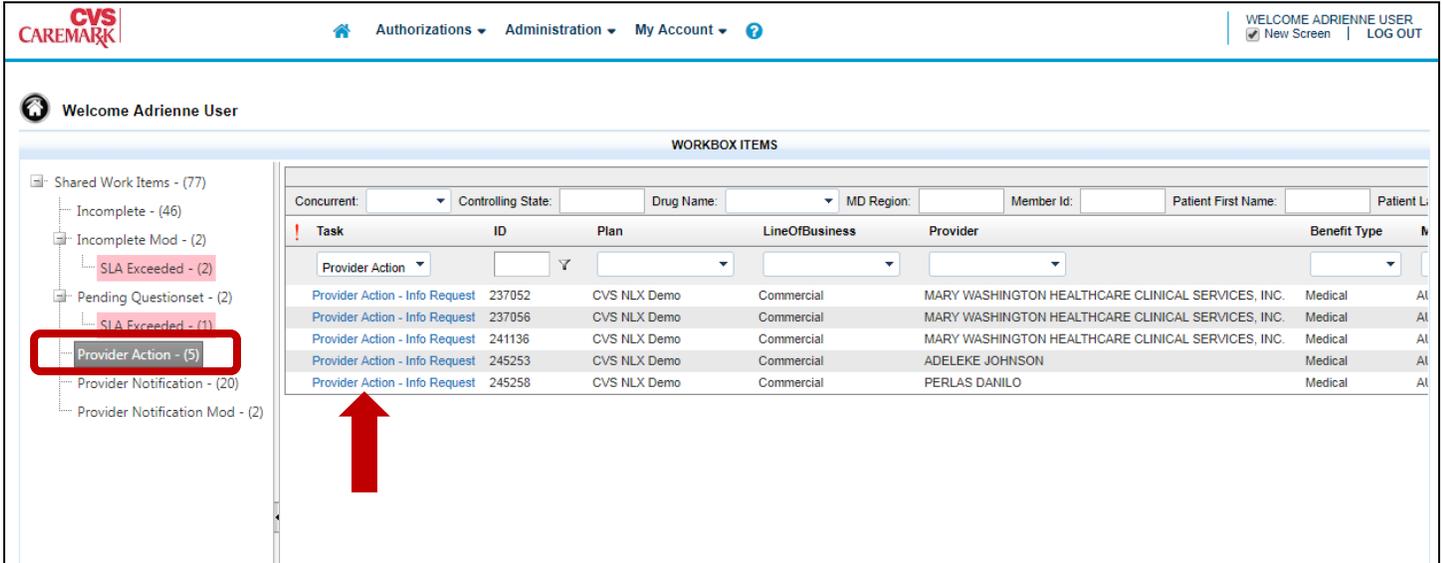
The screenshot shows the CVS Caremark Member's PA History page. A modal window titled "View / Copy Note(s)" is open, displaying a table of notes. A red arrow points to the "Automation Note" description for the entry dated 10/02/2018. A green notification bar at the bottom right indicates "Note content copied to clipboard".

Member's PA History Table:

Auth #	Provider Name	Date	Type	Description	Added by	Documents	Notes	
154902	MARY WASHINGTON...					Multiple	Multiple	
154889	MARY WASHINGTON...					Multiple	Multiple	
154740	MARY WASHINGTON...					Multiple	Multiple	
154732	MARY WASHINGTON...					Multiple	Multiple	
154593	MARY WASHINGTON...		General	Automation Modify Note		Multiple	Multiple	
154587	MARY WASHINGTON...		General	Automation Note		Multiple	Multiple	
154370	MARY WASHINGTON...		Overturn Reason	Automation Note		Multiple	Multiple	
154365	MARY WASHINGTON...					Multiple	Multiple	
154321	MARY WASHINGTON...					Multiple	Multiple	
154320	MARY WASHINGTON...					Multiple	Multiple	
154296	MARY WASHINGTON...					Multiple	Multiple	
154293	MARY WASHINGTON...					Multiple	Multiple	
154292	MARY WASHINGTON...					Multiple	Multiple	
154290	MARY WASHINGTON...	L40.1	Benlysta	12/08/2075	12/08/2075	09/28/2018	Denied	Multiple
154289	MARY WASHINGTON...	L40.1	Benlysta	03/15/2079	03/15/2079	09/28/2018	Denied	Multiple
154287	MARY WASHINGTON...	L40.1	Benlysta	05/22/2083	05/22/2083	09/28/2018	Denied	Multiple
154285	MARY WASHINGTON...	L40.1	Benlysta	06/08/2074	06/08/2074	09/28/2018	Denied	Multiple
154283	MARY WASHINGTON...	L40.1	Benlysta	02/02/2070	02/02/2070	09/28/2018	Denied	Multiple
154281	MARY WASHINGTON...	L40.1	Benlysta	03/29/2077	03/29/2077	09/28/2018	Denied	Multiple
154280	MARY WASHINGTON...	L40.1	Benlysta	12/29/2082	12/29/2082	09/28/2018	Denied	Multiple
154277	MARY WASHINGTON...	L40.1	Benlysta	03/11/2071	03/11/2071	09/28/2018	Denied	Multiple
154274	MARY WASHINGTON...	L40.1	Benlysta	10/28/2072	10/28/2072	09/28/2018	Denied	Multiple
154272	MARY WASHINGTON...	L40.1	Benlysta	02/21/2072	02/21/2072	09/28/2018	Denied	Multiple
154270	MARY WASHINGTON...	L40.1	Benlysta	09/12/2076	09/12/2076	09/27/2018	Denied	Multiple
154264	MARY WASHINGTON...	L40.1	Benlysta	01/23/2087	01/23/2087	09/27/2018	Denied	Multiple

7. HOW TO RESPOND TO A PROVIDER ACTION REQUEST

There may be instances when you have submitted an authorization request and upon review the plan will need additional information from you, the Provider. The plan is able to request this additional documentation online through the web site, directly to your homepage, under **Provider Action**.



The screenshot shows the CVS Caremark user interface. At the top, there is a navigation bar with 'Authorizations', 'Administration', and 'My Account' menus. The user is logged in as 'WELCOME ADRIENNE USER'. The main content area is titled 'Welcome Adrienne User' and 'WORKBOX ITEMS'. On the left, a sidebar shows a tree view of 'Shared Work Items' with categories like 'Incomplete', 'Pending Questionset', and 'Provider Action'. The 'Provider Action - (5)' item is highlighted with a red box. The main table displays a list of 'Provider Action - Info Request' items. A red arrow points to the first row of this table.

Task	ID	Plan	LineOfBusiness	Provider	Benefit Type
Provider Action - Info Request	237052	CVS NLX Demo	Commercial	MARY WASHINGTON HEALTHCARE CLINICAL SERVICES, INC.	Medical
Provider Action - Info Request	237056	CVS NLX Demo	Commercial	MARY WASHINGTON HEALTHCARE CLINICAL SERVICES, INC.	Medical
Provider Action - Info Request	241136	CVS NLX Demo	Commercial	MARY WASHINGTON HEALTHCARE CLINICAL SERVICES, INC.	Medical
Provider Action - Info Request	245253	CVS NLX Demo	Commercial	ADELEKE JOHNSON	Medical
Provider Action - Info Request	245258	CVS NLX Demo	Commercial	PERLAS DANILLO	Medical

1. To Review a request in **Provider Action**, click on the authorization you wish to review.

CVS CAREMARK | Home | Authorizations | Administration | My Account | WELCOME ADRIENNE USER | LOG OUT

Authorization Number: 237052 | Benefit Type: My | Status: Provider Action | Assigned User: Adrienne User | Workflow: CVS NLX Auth Create Provider v1

Authorization Details | Member's PA History

Member Name: RAKESHAN0007 GHOSALFIRST007 | Member Id: AUTOSAN0007 | Plan Name: CVS NLX Demo | Gender: Male | Date of Birth: 10/12/1980 | Line of Business: Commercial

Decision Details

Transaction Type	Priority	Request Date/Time	Decision Date/Time	Final Oral Notification	Final Written Notification	Final Provider Oral Notification	Decision
Original	Normal	3/6/2019 7:16:00 PM					

Notes, Letters & Documents

Date	Type	Description	Applies To	Added By
4/9/2019	General	Please attach clinical documentation.	Line 1	Adrienne User

3/6/2019 | Contact Attempt | Provider Action Automation Note | 1 | Line 1 | Rakesh Sandbox ...

- The description of what is being requested will appear under the **Notes** section of the authorization detail.

CVS CAREMARK

Home Authorizations Administration My Account ?

WELCOME ADRIENNE USER
LOG OUT

Authorization Number: 237052 Benefit Type: NY Status: Provider Action Assigned User: Adrienne User Workflow:CVSNLX Auth Create Provider v1

Authorization Details Member's PA History

Member Name: RAKESHAN0007 GHOSALFIRST007 Member Id: AUTOSAN0007 Plan Name: CVS NLX Demo Gender: Male Date of Birth: 10/12/1980 Line of Business: Commercial

Diagnosis

Primary Diagnosis * L40.1 Generalized pustular psoriasis (ICD-10)

Add Diagnosis

Authorization Start Date 05/03/2019 Authorization End Date 05/03/2019
Authorization Date Type Concurrent

Decision Details

Transaction Type	Priority	Request Date/Time	Decision Date/Time	Final Oral Notification	Final Written Notification	Final Provider Oral Notification	Decision
Original	Normal *	3/6/2019 7:16:00 PM					

Notes, Letters & Documents

Notes

Date	Type	Description	Applies To	Added By
4/9/2019	General	Please attach clinical documentation.	Line 1	Adrienne User

Add Note

Contact Attempts

Date	Type	Description	Attempt#	Applies To	Added By
3/6/2019	Contact Attempt	Provider Action Automation Note	1	Line 1	Rakesh Sandbox ...

RESPOND

BACK RETURN KEEP COPY SAVE

- Upon review of the authorization and adding any notes or additional documentation, you can then release the authorization back to the plan by selecting the **Respond** button at the bottom of your screen.

8. PROVIDER ACTIVITY DASHBOARD

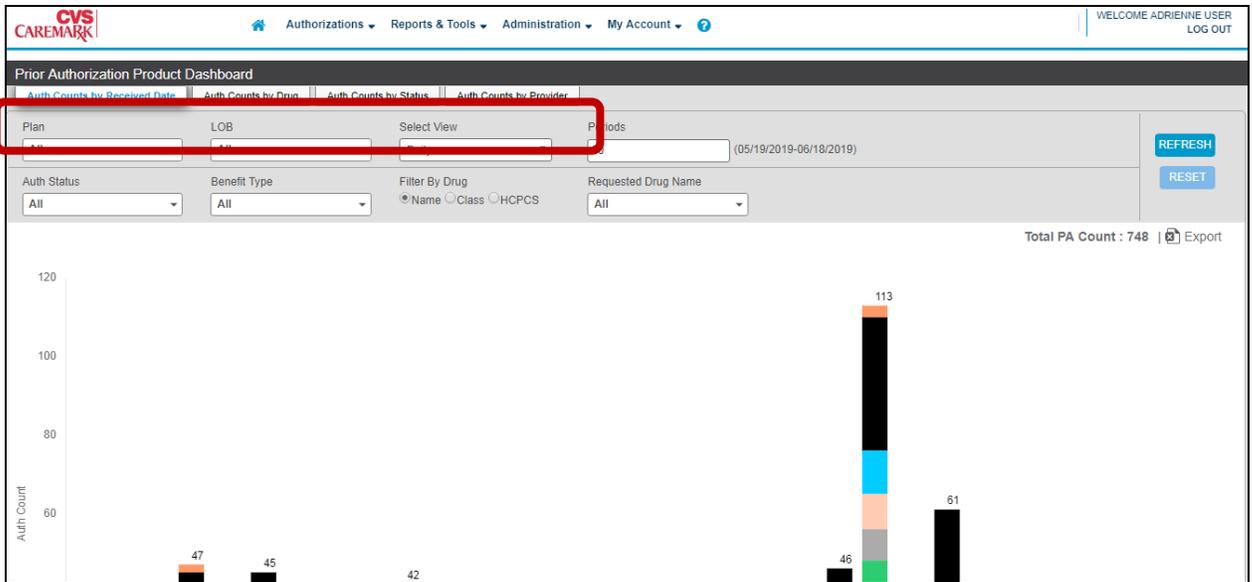
Provider activity Dashboards provide a snapshot of Provider activity in Novologix.

To view the dashboards, from the Report& Tools dropdown menu, hover over **Dashboards**. From there, select either Auth Count Dashboard, or NCCN Compliance Dashboard.

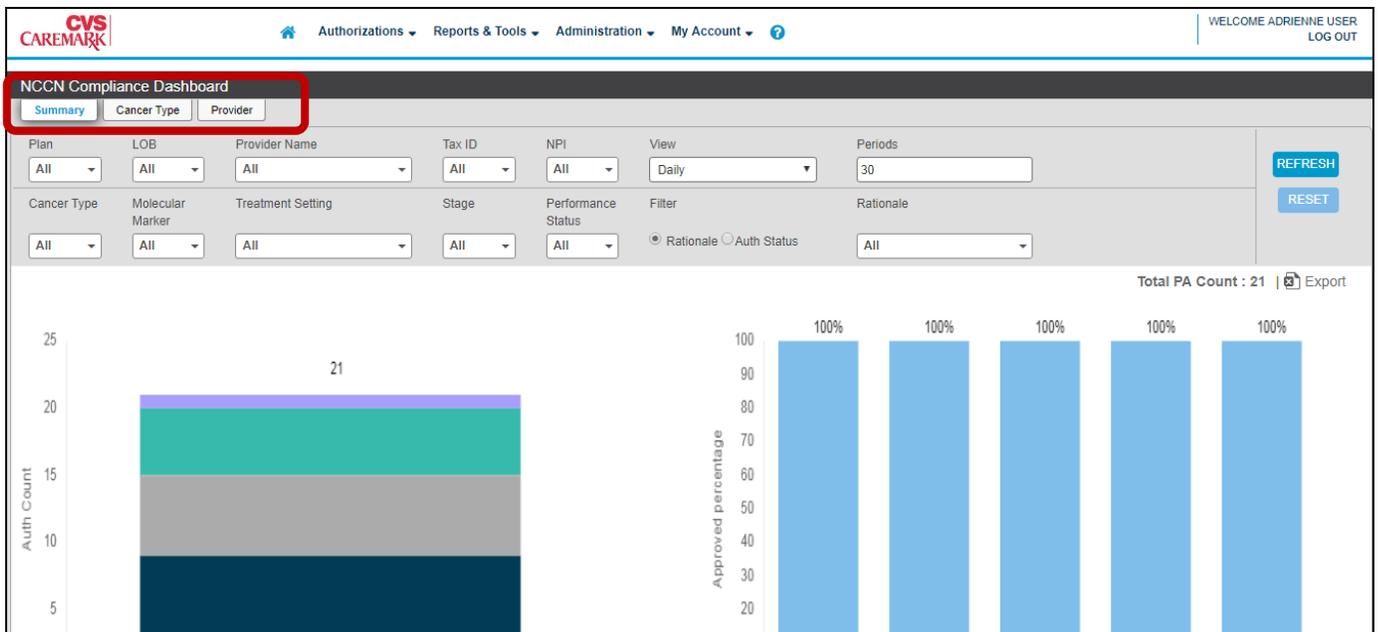


The screenshot shows the Novologix user interface. At the top, there is a navigation bar with the CVS CAREMARK logo on the left and user information on the right, including 'GO TO CVS NLX' and 'WELCOME ADRIENNE'. Below the navigation bar, there is a 'Welcome Adrienne User' message. The main navigation menu includes 'Authorizations', 'Reports & Tools', 'Administration', and 'My Account'. The 'Reports & Tools' dropdown menu is open, showing 'Dashboards' with a sub-menu containing 'Auth Count Dashboard' and 'NCCN Compliance Dashboard'. A red box highlights the 'Dashboards' dropdown and its sub-menu. Below the navigation, there is a 'WORKBOX ITEMS' section with a table of provider notifications.

Task	ID	Plan	LineOfBusiness	Provider	Benefit Type	Member
Provider Notific						
Provider Notification	236245	CVS NLX Demo	Commercial	MARY WASHINGTON HEALTHCARE CLINICAL SERVICES, INC.	Medical	AUTOS
Provider Notification	236255	CVS NLX Demo	Commercial	MARY WASHINGTON HEALTHCARE CLINICAL SERVICES, INC.	Medical	AUTOS
Provider Notification	240577	CVS NLX Demo	Commercial	MARY WASHINGTON HEALTHCARE CLINICAL SERVICES, INC.	Medical	AUTOS
Provider Notification	240587	CVS NLX Demo	Commercial	MARY WASHINGTON HEALTHCARE CLINICAL SERVICES, INC.	Medical	AUTOS
Provider Notification	240594	CVS NLX Demo	Commercial	MARY WASHINGTON HEALTHCARE CLINICAL SERVICES, INC.	Medical	AUTOS
Provider Notification - No Response	215064	CVS NLX Demo	Commercial	PERLAS DANILO	Medical	AUTOS
Provider Notification	244588	CVS NLX Demo	Medicare	SPAULDING,S INTAKE AND REFERRAL AGENCY INC.	Medical	NCCN
Provider Notification	244591	CVS NLX Demo	Medicare	SPAULDING,S INTAKE AND REFERRAL AGENCY INC.	Medical	NCCN
Provider Notification	244656	CVS NLX Demo	Medicare	SPAULDING,S INTAKE AND REFERRAL AGENCY INC.	Medical	NCCN



The Auth Count Dashboard provides details on Authorizations in the system by received date, by drug, by status and by Provider. Navigate through each by clicking on the respective tabs at the top of the screen.



The NCCN Compliance Dashboard provides details on NCCN Regimen requests in the system. You are able to view results in a summary, by cancer type and by provider. Navigate through each by clicking on the respective tabs at the top of the screen.

