



## Code Review Request Form

(608) 828-1301 (800) 279-1301

[www.deancare.com/codereview](http://www.deancare.com/codereview)

### Provider Contact Information

Date: \_\_\_\_\_

Provider Name: \_\_\_\_\_

Provider Number: \_\_\_\_\_

Contact Name: \_\_\_\_\_

E-mail: \_\_\_\_\_

Phone: ( ) \_\_\_\_\_ ext. \_\_\_\_\_

Fax: ( ) \_\_\_\_\_

### Member Information

Member #: \_\_\_\_\_

Claim Number: \_\_\_\_\_

Date of Service: \_\_\_\_\_

1<sup>st</sup> Review     2<sup>nd</sup> Review     3<sup>rd</sup> Review

**A 2<sup>nd</sup> or 3<sup>rd</sup> request requires the submission of new documentation pertinent to the applicable claim and/or denied code. Duplicate documentation will NOT be reviewed.**

### Coding Correction/Review

List Codes being reviewed \_\_\_\_\_

Check the following as it pertains to the review request:

**Claim w/corrected diagnosis, procedure code or modifier** (supporting documentation/notes required)

Comments: \_\_\_\_\_

**Surgical code review** (supporting documentation required)

Comments: \_\_\_\_\_

**Reevaluation of Evaluation & Management (E/M)** (supporting documentation/notes required)

Comments: \_\_\_\_\_

**Code bundling denial** (supporting documentation required)

Comments: \_\_\_\_\_

**Corrected units** \_\_\_\_\_

**Corrected place of service** \_\_\_\_\_

**Lab and/or Diagnostic** \_\_\_\_\_

**Other (i.e. unlisted/miscellaneous code or Non-covered procedure denial)**

**Use ONE form per claim review request.**

Please send form with supporting documentation to: Dean Health Plan, 1277 Deming Way, Madison, WI 53717

The Dean Health Plan staff makes every effort to complete a review of documentation within 45 days of receipt. Delays in review and verification from outside sources can lengthen the process.

DHP will give notice to providers when the code review is complete. If the code reviewed is approved; notice will be on the provider Explanation of Payment Remittance. However, if the code reviewed continues to not meet criteria and remains denied; a letter communicating the denial will be sent to the provider.