

Admission notification requirements:

Facilities are responsible for Admission Notification for the following types of inpatient admissions:

- All planned/elective admissions for acute care
- All unplanned admissions for acute care
- All Skilled Nursing Facility (SNF) admissions
- All admissions following outpatient surgery
- All admissions following observation

Unless otherwise indicated, Admission Notification must be received within 24 hours after actual weekday admission (or by 5:00 p.m. local time on the next business day, if 24 hour notification would require notification on a weekend or holiday). For weekend and holiday admissions, notification must be received by 5:00 p.m. local time on the next business day.

Admission Notification by the facility is required even if advance notification was supplied by the physician and a pre-service coverage approval is on file.

Receipt of an Admission Notification does not guarantee or authorize payment. Payment of covered services is contingent upon coverage within an individual patient's benefit plan, the facility being eligible for payment, any claim processing requirements, and the facility's participation agreement with UnitedHealthcare.

Admission Notifications must contain the following details regarding the admission:

- Patient name, Patient health care ID number, and date of birth
- Facility name and TIN or NPI
- Admitting/attending physician name and TIN or NPI
- Description for admitting diagnosis or ICD-10-CM diagnosis code
- Actual admission date

For emergency admissions where a patient is unstable and not capable of providing coverage information, the facility should notify UnitedHealthcare via phone or fax within 24 hours (or the next business day, for weekend or holiday admissions) from the time the information is known, and communicate the extenuating circumstances. We will not apply any notification-related reimbursement deductions.