

NL Pharmacy Electronic Prior Authorization is an electronic Prior Authorization (PA) process used by some health insurance companies and Pharmacy Benefit Managers (PBM) to ensure expensive medications are prescribed and utilized appropriately.

Completing Electronic Prior Authorizations

Providers will complete the medication orders from one of the following locations:

- Signing proposed orders from RN/CMA in Message Center.

NOTE: The RN/MA placing the order must check the Verify Payer box for this to flow to the ePA worklist.

- Launching orders from a phone message in Message Center.
- Home Medications MPage Component
- Quick Orders MPage
- Orders Tab

➤ Enter the order for the desired medication.

- In the scratchpad, complete any required information in the order details.
- In the navigation pane to the left of the scratchpad, check the Verify with Payer box in the Formulary Details tab.



NOTE: If the Verify with Payer box is NOT checked, the verification will NOT be sent to the payer and will NOT show on the ePA worklist.

Prior Authorization

To verify the medication ordered was sent electronically, review in the Prior Authorization tab from the Menu.

