

The admission for VIVA member: Member Name-ID DOB --/--/-- Admit date --/--/-- is an admission within 30 days of another inpatient admission at your facility for same or similar diagnosis. The date of Index Admission was --/--/--. If your facility disagrees with this determination, you may submit the full inpatient record from the index (previous admission within the last 30 days) admission to us within 3 business days, with a summary demonstrating all of the following:

- All appropriate care was delivered during that admission, including treatment of all emerging symptoms
- Documentation of an appropriate discharge plan including appropriate follow up appointment within 30 days of discharge with date and time clearly documented in the record. Also please note any post-discharge arrangements including Home Health, Home IV therapy, DME, etc.
- A complete medication reconciliation at the time of discharge including pre-admission medications
- Education of the patient/caregiver to signs and symptoms of exacerbation of the condition or complications, and an action plan in the event of their occurrence

This record and summary can be faxed to 205-449-1325. If the opportunity to submit these records and summary is declined, facilities will still have the standard appeal rights, described in detail in the Provider Handbook and on the Provider Portal.

If there is demonstration of all of the above, the claim can be released for payment.