

## ADHD MEDICATION POLICY

*Please carefully read this information (5 mins read). This information will set right expectations both for staff and clients regarding ADHD meds.*

- It is the responsibility of the patient to call their insurance company to investigate coverage of medication(s).
- We will NOT complete the prior authorization (PA) without the patient first verifying coverage.
- PA process can take 5 days or more (Refer to Step 3 for details).

Note:

- If you are a new client to our practice or an existing client with a change in the insurance plan, please complete all steps for medication coverage.
- If you are an existing client and need a prior authorization because medication was changed, or dosage adjusted. Step 1-3 may still apply depending on your medications and insurance coverage. Please check with the office if you any questions.

**Step 1 (General Information)**

Call your insurance company. Ask: “Do I have a coverage for \_X\_ medication for \_X\_ diagnosis.” Please note, if insurance says that a prior authorization is required, this is not proof of coverage.

Please email us back at [info@mpsde.com](mailto:info@mpsde.com); tell us which medication is covered (or not covered) and if so, for which indications. If you are ineligible for the medication we discussed, detailed plan regarding alternatives is discussed at your next visit.

If possible, we would be glad to offer you a sooner appointment with our provider.

<p><b><u>FDA Approved Commonly used STIMULANTS</u></b></p> <p><u>Name:</u> Adderall; Adderall XR; Azstarys; Concerta; Focalin; Focalin XR; Ritalin; Ritalin LA; Vyvanse</p> <p><u>Diagnosis:</u></p> <ul style="list-style-type: none"> <li>• ADHD Combined (F90.2)</li> <li>• ADHD Hyperactive/impulsive (F90.1)</li> <li>• ADHD Inattentive (F90.0)</li> <li>• Other specified ADHD (F90.8)</li> <li>• Unspecified ADHD (F90.9)</li> </ul>	<p><b><u>FDA approved commonly used non-stiumlants:</u></b></p> <p><u>Name:</u> Strattera; Qelbree; Intuniv (6-17 y/o); Kapvay (6-17yo)</p> <p><u>Diagnosis:</u></p> <ul style="list-style-type: none"> <li>• ADHD Combined (F90.2)</li> <li>• ADHD Hyperactive/impulsive (F90.1)</li> <li>• ADHD Inattentive (F90.0)</li> <li>• Other specified ADHD (F90.8)</li> <li>• Unspecified ADHD (F90.9)</li> </ul>
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## **Step 2** (*Documentation*)

Once your doctor has diagnosed you with ADHD or recommend stimulant meds, there are several steps before insurance companies approve your medications. In many cases, we need the following documentation to support our diagnosis and get approval for your medications.

- 1. ADHD rating scale. This form is available on website [www.mpsde.com](http://www.mpsde.com) under “Consent and Forms.”**
- 2. Documentation from PCP regarding last physical examination (height, weight, blood pressure) and that there is no contraindication for ADHD treatment. In some cases, EKG may be required. Fax a copy of physical/EKG at 302-543-5644.**
3. Documentation that behavioral techniques were tried to address ADHD symptoms prior to starting medications. If you don't have a previous therapy record, we need at least **2 sessions** to discuss behavioral techniques for ADHD with you prior to prescribing meds/getting them approved.

## **Step 3** (*Time frame and Prior Auth*)

After necessary information is received, additional visits with the provider may be needed for documentation and medication(s) will be prescribed. If the medication(s) is already prescribed, many insurance companies still require a prior authorization (PA), additional documentations (e.g., lab work/physical), and sometimes an appeal process.

We can only start PA process after insurance company (not pharmacy) directly send us the PA form. Each insurance company has a separate form or different requirements.

Entire process can **take 5 business days or more AFTER we receive all necessary documentations.**

Once we submit the PA request, we have no control over the process, and we can't expedite the process. If you have not heard back from us within 5 business days, please contact our office preferably via email ([info@mpsde.com](mailto:info@mpsde.com)).

Sincerely,

MPS Administration.