

**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
**Department of Health Care Finance**



Office of the Senior Deputy Director and Medicaid Director

**Transmittal 25-08**

**TO:** DC Medicaid Providers

**FROM:** Melisa Byrd *M.B.*  
Senior Deputy Director and Medicaid Director

**DATE:** March 11, 2025

**SUBJECT: Medicaid Update-Prior Authorization Updates for General Hospitals and Nursing Home Placements**

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**Purpose**

The purpose of this transmittal is to inform the District of Columbia (DC) Medicaid Providers that two (2) Prior Authorization (PA) requirements will resume on April 14, 2025. In April 2020, the Centers for Medicare & Medicaid Services (CMS) approved an 1135 Waiver submitted by the Department of Health Care Finance (DHCF), which suspended various PA requirements during the Public Health Emergency (PHE). This transmittal reverses two (2) of the temporary program changes outlined in [Transmittal #20-15](#), published on April 21, 2020.

**Expiring Flexibilities**

The following PA requirements will resume on April 14, 2025:

- General hospitals will be required to request a post-admission authorization.
- Out-of-State (OOS) nursing facility providers shall seek approval for a fee-for-service (FFS) Medicaid placement.

Providers will be expected to implement the practices outlined below.

**Acute Care Hospital Services**

- Per the District of Columbia (DC) State Plan 419-A Part 1, a PA is required for elective admissions, non-emergent hospital to hospital transfers, and direct admissions.
- Starting **April 14, 2025**, elective admissions, non-emergent hospital to hospital transfers, and direct admissions will require a PA from the Quality Improvement Organization (QIO). The current QIO for DC is Comagine Health, Inc.

- For the DC Medicaid Fee-for-service (FFS) population, DHCF will require post-admission authorization for emergency admissions and emergent hospital to hospital transfers.
- For emergent admissions, emergent hospital to hospital transfers, maternal deliveries, and newborn intensive care unit (NICU) admissions, clinicals shall be submitted to the QIO within two (2) business days.
- For all hospitals, only the **initial** review is required.
- For Maryland hospitals only, a discharge summary must be uploaded to the QIO's portal. Failure to upload the discharge summary will result in a partial payment.
- Training by the QIO on the web portal will occur on:
  - March 21, 2025 – 12 PM to 1:30 PM ET – register for this session here: [https://comaginehealth.zoom.us/webinar/register/WN\\_WzxosqjoQ-6o1CQ9xRLbTg](https://comaginehealth.zoom.us/webinar/register/WN_WzxosqjoQ-6o1CQ9xRLbTg)
  - March 25, 2025 – 3:00 PM to 4:30 PM ET – register for this session here: [https://comaginehealth.zoom.us/webinar/register/WN\\_pt6bW7sRT5uGZV-JHsTXlg](https://comaginehealth.zoom.us/webinar/register/WN_pt6bW7sRT5uGZV-JHsTXlg)

### **Nursing Facility**

- DHCF is reinstating the PA requirement for Out-of-State (OOS) nursing home placements, effective April 14, 2025.
- DHCF's Long-Term Care Administration (LTCA) is introducing a new one-page document for OOS placements (see attachment). As a reminder, OOS placements require documentation of at least one denial of admission from an in-District nursing facility for approval. The new OOS placement request should be submitted to the QIO, along with the approved Level of Care (LOC) and the Preadmission Screening and Resident Review (PASRR).
- The OOS Nursing Facility will not receive a PA number for billing, but rather an authorization letter. This letter and an approved 1346 will be required for billing.
- The authorization letter should be submitted to DHCF via the District Direct Partner Portal (DDPP) along with the Integrated Application, the Long-Term Care (LTC) supplemental application and any other required documents. An authorization letter is not required for renewals; however, a LOC from a DHCF LTC vendor is required.
- Training by the QIO on the process and web portal will occur on:
  - March 17, 2025 – 2 PM to 3:30 PM ET – register for this session here: [https://comaginehealth.zoom.us/webinar/register/WN\\_Zhk6h2uNQqa7hr66HheEyg](https://comaginehealth.zoom.us/webinar/register/WN_Zhk6h2uNQqa7hr66HheEyg)
  - March 24, 2025 – 1 PM to 2:30 PM ET – register for this session here: [https://comaginehealth.zoom.us/webinar/register/WN\\_wxsUaPaSu-vwcvVz0lrPw](https://comaginehealth.zoom.us/webinar/register/WN_wxsUaPaSu-vwcvVz0lrPw)

**To register for the Comagine Health Provider Portal, please download and complete the registration form at <https://comagine.org/program/dc-medicaid-um/providers>**

### **Contact**

If you have questions, please contact Cavella Bishop, Program Manager, Health Care Delivery Management Administration, Department of Health Care Finance (DHCF), at [cavella.bishop@dc.gov](mailto:cavella.bishop@dc.gov) or (202) 724-8936.

**Cc:** DC Behavioral Health Association  
DC Coalition of Disability Service Providers  
DC Dental Society  
DC Health Care Association  
DC Home Health Association  
DC Hospital Association  
DC Primary Care Association  
Medical Society of the District of Columbia