Quick Reference Guide



Simplify Office Administrative Tasks

Keep our Quick Reference Guide nearby to make pre-visit planning and post-visit tasks quick and easy.

Website:

Wellcare by Allwell Provider

- Patient care forms
- Pre-Auth Needed tool
- Arkansas Health & Wellness news

- Provider Manual
- Preferred Drug List
- Member resources

Secure Provider Portal:

www.wellcare.com/allwellmo

- Verify member eligibility
- Access patient health records
- View patient care gaps
- Manage prior authorizations
- Submit and manage claims
- And more!

Check Member Eligibility

- Secure Web Portal
- Provider Services:

855-766-1452 HMO TTY: 711 **833-298-3361 D-SNP** TTY: 711

Patient Care Gaps

Find recommended services that a member has not completed.

- 1. Visit the Secure Provider Portal
- 2. Review patient information for any gaps in care
- 3. Plan to address care gaps during an upcoming office visit

Pre-Visit Planning Checklist

- Verify member eligibility.
- Check for patient care gaps and address them during an upcoming office visit.
 - Use Pre-Auth Needed tool to determine if prior authorization is needed before appointment.



Prior Authorization

Use the Pre-Auth Needed tool on our website to determine if prior authorization is required.

Submit prior authorization requests via:

Secure Provider Portal

Medical Fax: 844-280-2630

Phone:

855-766-1452 HMO TTY: 711 **833-298-3361 D-SNP** TTY: 711

Claims

Timely Filing guidelines: 95 days from date of service.

Claims can be submitted via:

- Secure Portal
- Clearinghouses:
 EDI Payor ID 68069
- Mail paper claims to:

Wellcare by Allwell Attn: Claims P.O. Box 3060 Farmington, MO 63640-3822

Questions? Please Call Provider Services at : **855-766-1452 HMO** TTY: 711 **833-298-3361 D-SNP** TTY: 711