BayView HOMECARE

BAYVIEW HOMECARE MAKING PATIENT'S LIVES BETTER SINCE 1988 COMMITTED TO QUALITY CARE

PROVIDER ORDER CHECKLIST

Help Us Get Your Patient What They Need

Submitting complete information with the initial referral helps prevent delays and allows Bay View Homecare to begin processing the order right away.

Before Sending an Order, Please Include:

- [ ] Patient Information
- [ ] Patient name and date of birth
- [ ] Address and phone number
- [ ] Insurance information
- [ ] Copy of insurance card, if available

Prescription / Order

- [ ] Equipment or supplies being ordered
- [ ] Quantity, settings or frequency, when applicable
- [ ] Ordering provider name and NPI
- [ ] Provider signature and date?

Supporting Medical Documentation

- [ ] Relevant diagnosis
- [ ] Recent office, hospital or discharge notes
- [ ] Documentation explaining why the equipment is medically necessary
- [ ] Functional limitations or symptoms related to the order, when applicable

Test Results or Evaluations

Include any supporting documentation required for the equipment being ordered:

- [ ] Sleep study
- [ ] Oxygen saturation or oximetry results
- [ ] Pulmonary testing
- [ ] Mobility or therapy evaluation
- [ ] Hospital or discharge documentation
- [ ] Other relevant diagnostic reports

Common Equipment Requirements

CPAP / BiPAP

- [ ] Sleep study, diagnosis, recent clinical notes and prescribed device/settings.

Oxygen

- [ ] Respiratory diagnosis, qualifying oxygen testing, recent clinical notes and prescribed flow rate.

Wheelchairs & Mobility Equipment

- [ ] Mobility diagnosis, documentation of functional limitations and therapy or mobility evaluation when required.

Hospital Beds & Patient Room Equipment

- [ ] Relevant diagnosis, recent clinical notes and documentation of positioning, mobility, transfer or safety needs.

Respiratory Equipment

- [ ] Relevant diagnosis, recent clinical documentation, prescribed equipment settings and upporting test results when applicable.

One Final Check

Does the patient's medical record clearly explain why this specific equipment is needed?

IMPORTANT: Complete documentation helps Bay View verify coverage, obtain necessary approvals and get the patient's equipment in place with fewer delays.

Questions?

Requirements can vary by equipment and insurance plan. Contact Bay View Homecare and we'll help you identify anything else that's needed.

In Maryland:
Call **(410) 665-0107**

In Delaware:
Call **(302) 629-0202**

Visit us online:
bayviewhomecare.com