

List of Roles and Responsibilities

Prospective Review of Medical Care Not Requiring Preauthorization (PRM)

Proposing doctor

(The doctor requesting the specific care in question - could be the treating doctor or a referral doctor.)

- Be familiar with treatment that requires preauthorization. If the proposed care is on the list in Rule 134.600, this is not the appropriate process.
- Attempt to work out the issue on proposed care before initiating PRM process.
 - Provide insurance carrier with all necessary information.
 - Consider different duration of treatment.
- Be sure that the treating doctor concurs with proposed treatment (if proposing doctor is not the treating doctor).
- Request PRM on a form DWC-49.
 - Be specific; include all requested information and signatures.
 - Avoid attaching medical records; summarize proposed care, explanation of medical necessity and relatedness of condition on the form.
 - File form with the local DWC field office handling the claim.
 - Simultaneously send a copy of the form to the insurance carrier.
- When contacted by DWC to facilitate the issue of proposed care, actively participate and consider options presented.
- If a PRM examination is scheduled, send all relevant records to the PRME doctor within 5 days of the appointment.

Treating doctor

(The injured worker's choice of doctor for the injury.)

- The treating doctor must sign to indicate concurrence with proposed care (if not the proposing doctor).

PRME doctor

(The doctor selected by DWC to examine the injured worker.)

- When DWC contacts your office to schedule an appointment, try to accommodate the appointment within 15 days whenever possible.
- Review records forwarded on the injured worker regarding the proposed care.
- Examine injured worker.
- Provide unbiased opinion:
 - Whether the specific care proposed is medically necessary, and if asked,
 - Whether the compensable injury is a producing cause of the current medical condition subject of the proposed care.
- Complete the form DWC-50 (on the back of the appointment letter) and send/fax to DWC within 5 days of the PRME appointment. A narrative report is not required.
- Send a copy of the DWC-50 to the injured worker, the insurance carrier, and the proposing doctor.
- If requested by DWC, provide clarification.
- Bill for the PRME appointment according to the Division's fee guidelines for conducting a return to work or evaluation of medical care examination requested by the Division.

Injured worker

- If a doctor completes a DWC-49, and you are not represented, sign the form indicating your concurrence.
- Attend the PRME appointment, if one is scheduled.

Injured worker's representative

(if applicable)

- If a doctor completes a DWC-49, indicate your concurrence by signing the form for your client in the injured worker signature block.

Insurance carrier

- When contacted by DWC to facilitate the issue of proposed care, actively participate and consider options presented.
- If a PRM examination is scheduled, send all relevant records to the PRME doctor within 5 days of the appointment.
- Reimburse the PRME doctor for the PRM examination according to the Division's fee guidelines for conducting a return to work or evaluation of medical care examination requested by the Division.

This list is for information only and is not a substitute for the statute or Division Rules.