

## Exciting News for GO-TO Users!

May, 2009

You can now submit Medical Prior Authorization forms through GO-TO by completing the following steps:

1. Using the member eligibility screen, find the name of the member who needs a prior authorization.
2. Click on "Request Authorization" and choose the correct prior authorization form. (Note: Currently available for Medical Prior Authorization forms only. Behavioral Health Prior Authorization capability is coming soon!)
3. Complete the form. Member and PCP information will fill in automatically.
4. Once the form is complete, hit submit to email the form directly. (Emailing through GO-TO is safe and secure. Completed forms will be kept in the sent folder of your GO-TO message board for 90 days). You can also print and fax the form to Health Services.

If you would like training on this or any other GO-TO feature, please contact your Physicians Plus Liaison.

Thank you for using GO-TO!

