



# Provider Notice: Referral to Specialists (RAF) Policy

June 26, 2024

## Important Provider Notice to Specialists:

As a reminder, Partnership HealthPlan requires a referral authorization form (RAF) from the members assigned PCP before rendering services to a Partnership Healthplan member.

Per the RAF Policy, an exception is for providers that are part of a large group, which includes PCPs and Specialists. They do not refer to themselves.

What is a RAF?	• A RAF is a permission slip from the PCP to a specialist
What does a RAF cover?	• RAFs only cover office visits, consultations, evaluations, and follow-ups
When do I need a RAF?	• A RAF is required anytime a member has an assigned PCP. If a member switches PCPs during eligibility, a new RAF is needed from the new PCP
How long does it take Partnership to review a RAF?	• RAF request can take up to five business days, 80% will auto adjudicate. "Urgent" RAFs will be reviewed within 72 hours
Who submits the RAF?	• PCP submits a RAF on the provider portal: <a href="https://provider.partnershiphp.org/UI/Login.aspx">https://provider.partnershiphp.org/UI/Login.aspx</a>

Please call your assigned Provider Relations Representative if you have questions.

Nevada and Placer County	Cheng Saechao	(530) 351-9089	<a href="mailto:csaechao@partnershiphp.org">csaechao@partnershiphp.org</a>
Sutter and Yuba County	Michelle Rodriguez	(707) 366-7413	<a href="mailto:mrodriguez@partnershiphp.org">mrodriguez@partnershiphp.org</a>
Tehama, Glenn, Colusa County and all Ampla sites	Erin Hall	(530) 999-6807	<a href="mailto:ehall@partnershiphp.org">ehall@partnershiphp.org</a>
Butte, Plumas and Sierra County	Renee Gomes	(530) 999-6978	<a href="mailto:rgomes@partnershiphp.org">rgomes@partnershiphp.org</a>

## Resources:

- MCUP3124 Referral to Specialists (RAF) Policy-  
<https://public.powerdms.com/PHC/documents/1850094>
- Provider Online Portal, for RAF submission-  
<https://provider.partnershiphp.org/UI/Login.aspx>

