

## **Commercial Behavioral Health Authorization Fax Numbers and Forms**

Update #: OPSBHCOM101525

Effective Date: 10/15/2025

Applicable Plan(s): Commercial

Applicable Policy: N/A

Business Owner: BH Utilization Management

Current State:

Future State: Correct Commercial Behavioral Health Authorization Fax Numbers & Forms

**For all Urgent and Non-Urgent Commercial Behavioral Health Authorization Requests (Inpatient and Outpatient): Fax Numbers 757-431-7763 / 1-844-723-2096**

### **BH forms/documents:**

1. **Behavioral Health Inpatient Authorization Request:** Acute Inpatient and Residential
2. **Behavioral Health Outpatient Authorization Request:** Partial Hospitalization Program (Initial and Extension), Intensive Outpatient Program (Initial and Extension), Applied Behavioral Analysis, Electroconvulsive Therapy, Repetitive Transcranial Magnetic Stimulation, Psych Testing, Office Visits
3. **Behavioral Health Discharge Summary:** Notice of discharge from services