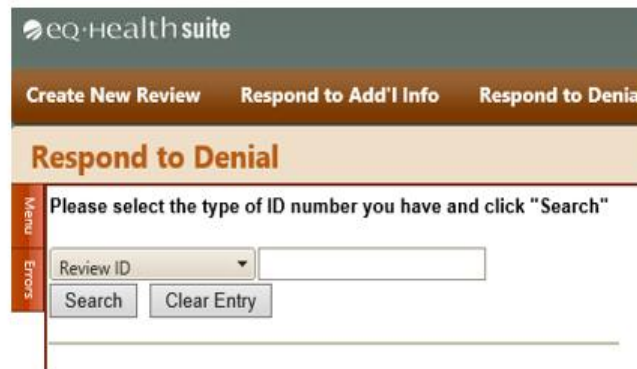


How to request a Reconsideration

- ▶ Reconsiderations must be requested within the timeframe outlined in your denial letter
- ▶ You can submit a reconsideration online via eQSuite®, via fax or phone.

When you log into eQSuite click on Respond to Denial, enter the Review ID# & click Search



Then click on "Open Review"



ReviewID	Review Complete Date	Recipient ID	First Name	Last Name	PA#	eQHealth Case ID	Init Service Date	Open Review	Link Recon Request
60519098	03/25/2011	000001111	JENNIFER	ANDERSON	18013906		03/18/2011	Open Review	Link Recon Request

- ▶ You will click **"I do not agree"** and enter any additional information in the text box.
- ▶ If you are going to attach additional supporting documentation, check the box that states additional supporting documentation will be submitted.
- ▶ Once you click **"Submit Recon Info"** you will be prompted to **"Link Attachments"** and you can either upload the supporting documentation or print a coversheet to fax it over.
- ▶ The information must be uploaded or linked on the same business day the recon request is submitted.

Start | DX CODES/ITEMS | DATES | HISTORY | DC PLAN | FUNCTIONING | GOALS | SOCIAL HISTORY | RECON

I agree with eQHealth physician reviewer's adverse determination and waive reconsideration review rights

I do not agree with eQHealth physician reviewer's adverse determination and am requesting a reconsideration review

Enter any additional information to be considered with your request for reconsideration that justifies medical necessity of the previously denied or reduced level of services.

Additional supporting documentation will be submitted via upload, or faxed using the barcoded coversheet

CANCEL SUBMIT RECON INFO

