

Provider Memorandum

Hospital Admission Notification Reminder

Molina Healthcare of Illinois (Molina) would like to remind you that all admissions to the hospital require notification within one (1) business day of admission. Prior authorized services are approved for the procedure or surgery only. If inpatient hospitalization is appropriate for the procedure or surgery, then Molina must receive notification of the inpatient admission within one (1) business day.

If additional inpatient days are medically necessary, Molina requires clinical information that justifies the continued stay. This information should also be sent within one (1) business day. Approval of the procedure or surgery is not a guarantee of approval of inpatient level of care. Failure to notify Molina may result in denial of claims payment.

Note: Please refer to the list of procedures that can be performed at an Ambulatory Surgery Center (ASC) as outlined in [this provider memorandum](#). Most of those procedures can be performed without Prior Authorization if done at a certified ASC.

Notification of admission can be completed via the [Provider Portal](#), which is the preferred method. If you are unable to submit notification through the Portal, you may send a fax to Molina at (866) 617-4971.

Questions?

Providers who have questions, concerns, or would like additional training—including how to use the Molina Provider Portal—may contact their Provider Network Manager or email the Provider Network Management team MHILProviderNetworkManagement@MolinaHealthcare.com.

For help identifying your Provider Network Manager, visit [Molina's Service Area](#) page at MolinaHealthcare.com.

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Join Molina's provider email list! Be the first to receive news and updates about Molina services delivered automatically to your inbox. [Simply click here](#), fill out the form, and submit to get started.

Note: Molina's website and documents are best viewed in Google Chrome or Microsoft Edge.