



ACMA

The #1 Leader in Prior Authorization Training

Prior Authorization Certified
Specialist (PACS) Curriculum

2020
Overview



Establishes a minimum level of core competencies



Online and self-paced



About 10 hours to complete



12 modules, each with learning objectives and a post-quiz



Includes case studies, glossary and a toolkit



Prior Authorization Certified Specialist (PACS) program



> **The Prior Authorization Certified Specialist (PACS)** program is a comprehensive, 12-module, self-paced, online program designed to foster the professional development of Prior Authorization Specialists. Each module contains a post-quiz, goals and learning objectives. The post-quizzes serve as progress indicators.



> **The program also includes case studies,** and a glossary of terms and a toolkit. PACS certification demonstrates that professionals have met rigorous standards through intensive study, self-assessment and evaluation.



> **The PACS certification is the most comprehensive training** program for professionals managing prior authorization processes in the world. Achieving PACS certification demonstrates the highest standards of knowledge and excellence in the field.



> **It also sets the stage for continual professional development through values** centered on lifelong learning. The curriculum serves to provide intermediate-level material which is meant to establish a minimum level of core competencies we believe are important for all prior authorization professionals.

The curriculum focuses on 5 key areas:

- 1. Prior authorizations including definitions**, history and the evolution of the prior authorization process, defining the roles of the prior authorization professionals, understanding the complete process from provider through payer to patient
- 2. Fundamentals before the Prior authorization** including medical compendia, ICD- 10 codes, CPT and the medically accepted indication
- 3. Insurance guidelines, researching the plan effectively**, communication and initiating a prior authorization request from the provider's office
- 4. Coverage Determinations** of the medication prior authorizations and processing the request from the payer's side
- 5. Authorization denials and appeals** and other authorization needs and tasks



Who Can Take the Course?

- Provider Office Clerical Specialists
- Medical Assistants
- Nurses (LPN) (RN)
- Pharmacy Technicians
- Case Managers
- Customer Service Representatives
- Pharma Professionals
- Nurse Practitioners
- Physician Assistants
- Nursing Students
- Pharmacy Students
- Pharmacists
- Patient Care Coordinators
- Medical Coders
- Home Health Aides
- Physicians (MD, DO)
- Drug Rep
- Accounts Receivable Specialists
- Field Reimbursement Managers
- Patient Access Liaisons



➤ Course Listing & Topics



- **The Prior Authorization Process**
- **Insurance Policies**
- **Compliance - HIPAA, Security, Fraud and Abuse**
- **Medical Records and the Prescription**

- **Fundamentals Before the Authorization Process**
- **Communication Methods**
- **Service Line and Medication Process and Submission**
- **Inpatient and Outpatient Services**

- **Coverage Determination Types in Medication**
- **Out of Network Waivers**
- **Denials and Appeals**
- **The Future of Prior Authorizations and Job Opportunities**

> Call us at 1-201-688-2230 or visit us at www.priorauthtraining.org/

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Are you dedicated to advancing your career in health care? Contact us to learn more about the PACS program. Distinguish yourself by becoming a **Certified Prior Authorization Specialist**.



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Accreditation Council for Medical Affairs

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NBPAS
National Board of
Prior Authorization Specialists

