Providing facility information in Availity Essentials

Background

When submitting an authorization request through the Availity Essentials Provider Portal, it is essential to include facility information in addition to the requesting and servicing provider details. This ensures accurate processing and timely decision making. Facility details help Molina Healthcare, Inc. confirm the location where care will be delivered, validate network participation, and apply the correct reimbursement and authorization rules. Missing facility information can lead to delays in decisioning, authorization request denials and access to care.

Recommendation

Outpatient and inpatient authorization requests

Enter servicing/rendering provider information

- You must enter the servicing or rendering provider details in the designated fields. These fields ensure that the provider delivering the service is correctly identified for authorization and reimbursement purposes.

Enter additional information

- You must include the facility information where the service will be rendered in Provider Notes section. This ensures the health plan can confirm the location, network participation, and apply correct authorization and reimbursement rules.

Rendering Providers & Facilities
Add a combination of up to **1**.

NAME				Facility	✕
NPI	**Payer Assigned Provider ID**	**Name**	**Tax ID**		
Address Line 1	**City**	**State**	**Zip Code**		

Additional Information

Provider Notes

ADD FACILITY DETAILS HERE: Facility Name Address State Zip NPI/TIN # (if available)

⬅ Important Note: All information are entered in Provider. Notes must be in plain text (string format) without:
- Special characters (e.g. #, #, &, *, -, etc.)
- Line breaks

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