



End User: Affiliate & Referring
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Document Scanning

Fax numbers for submitting prior authorizations, H&Ps, and consent forms:

Fax Number	Document Type
BMCB: 617-648-0450	H&Ps / Consent Forms
BMCS: 617-648-0509	H&Ps / Consent Forms
BMCB: 617-848-3133	Prior Authorization Forms
BMCS: 617-848-3134	Prior Authorization Forms

Where to enter in Prior Authorization

Imaging Orders: Enter the authorization # in the **Comment** field:

The screenshot shows a form with a 'Scheduling instructions' field at the top. Below it is a 'Comment' field, which is highlighted with a red rectangular box. The text 'Authorization #' is visible inside the comment field. At the bottom of the form, there is a 'Dx association' section with a red error icon and the text 'Add a new diagnosis:' followed by a search input field.

Case Requests: Enter the authorization # in the **Authorization Number** field:

The screenshot shows a form with several fields. The 'Authorization Number' field is highlighted with a red rectangular box. Above it is the 'Admit prior to surgery?' field with 'No' and 'Yes' buttons. Below it is the 'Ready to Schedule?' field with a 'Yes' button. At the bottom, there is a 'Pre-op Text Messaging Track' section with a grid of buttons for different procedures: ERAS WITH PREP & ABX (COLORECTAL), ERAS NO PREP, NO ABX (COLORECTAL), PREP ONLY - COLONOSCOPY (COLORECTAL), ANORECTAL, NO PREP, NO ABX (COLORECTAL), ENEMAS ONLY - SIGMOIDOSCOPY (COLORECTAL), ANORECRAL, ENEMAS, NO ABX (COLORECTAL), and OR (VASCULAR).