

Out-of-State Hospital Admissions Require Prior Approval

Admission to out-of-state hospitals and facilities for non-emergency services for New York State Medicaid clients require prior approval. Otherwise, Medicaid eligible individuals should obtain medical care and services from qualified providers located in New York State. There is no standard request form. Requests should be made in written letter format and sent to the State Health Department. The letter should be from the client's in-state referring physician and include a list of in-state hospitals contacted and reasons why in-state admission could not be arranged. Upon approval, the out-of-state hospital provider will receive a prior approval number, which will need to be included on any subsequent claim submissions associated with the service provided. Please direct prior approval requests as follows:

NYSDOH Bureau of Medical Review and Payment
Medical Prior Approval Unit
150 Broadway, Suite 6E
Albany, NY 12204-2736

(800) 342-3005
(518) 473-6708 (fax)