



Department  
of Health

# Using the New York State Medicaid Enteral Prior Authorization Portal

## Cancelling a Prior Authorization

October 2023

# Cancelling a Prior Authorization - Prescriber

- Click on Cancel a Prior Authorization

(Once a prior authorization has been activated by the dispensing provider, it can no longer be cancelled using the web portal or IVR systems)

George , welcome to the Enteral Authorization portal.

Request a Prior Authorization

Cancel a Prior Authorization

Perform an Authorization Inquiry

Medicaid Enteral Formula Coverage Criteria

# Cancelling a Prior Authorization - Prescriber

- Enter the Medicaid member's client identification number
- Enter the Medicaid member's date of birth
- Click Continue

### Enter Client Info

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Enter the member's client identification number.

Enter the member's date of birth.

[Continue](#)

[Start Over](#)

# Canceling a Prior Authorization - Prescriber

- Enter the Prior Authorization number to be cancelled
- Click Continue
- Message received if the Prior Authorization was cancelled successfully

### Cancel a Prior Authorization

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Enter the Prior Authorization number you wish to cancel:

  
  

Continue

Start Over

### PA Cancelled Successfully

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Prior Authorization number 01184771090 has been cancelled.

Start Over

# RECORDING AND MATERIALS

A recording of the webinar and related materials  
are available at:

[www.emedny.org/ProviderManuals/DME/](http://www.emedny.org/ProviderManuals/DME/)

*Contact Us:* [OHIPMEDPA@health.ny.gov](mailto:OHIPMEDPA@health.ny.gov)

or 800-342-3005 (Option 1)

Live Support is available Monday – Friday 8:30am to 4:45pm