

Revising a PAE - Technical Denial

Technical Denial: A technical denial can occur if pertinent information is missing on the PAE. To be considered for review, every PAE must meet certain Technical Requirements. The following items are required: Patient Information (full legal name), Social Security Number, Provider Number, and Designee information. If the patient does not have a Designee, the box must be checked “Designee Not Provided.”

- Enter in the PAE Control Number in the PAE Search Box OR click on the Submitter Status Report on your LTC Home Page.
- Click on the PAE Control Number (also Item ID Number).
- Click the **Revise** button in the top ribbon.
- Click the **Edit** button in the top ribbon -this will open all fields to change pertinent information.
 - Review what the PAE was denied for in the Blue Shaded section under the Request Info tab (see Reviewing PAE denials Cheat Sheet). Correct information which was incorrect upon the original submission.
 - Link any attachments, if needed (see Certification and Attaching Documentation Cheat Sheet).
- Click the **OK** button in the top ribbon.
- Click the **Re-Submit Technical Denial** button in the top ribbon.

After clicking “Re-Submit PAE” go to the Submitter Home Page and view the PAE in the “Submitter- Items Awaiting Determination” (3rd section).