

Request for Administrative Days

Maryland Physicians Care follows MDH process per Hospital Transmittal 257, COMAR 10.09.92.07 COMAR 10.09.93.08 and COMAR 10.09.94.06.

- For patients in an acute hospital, a minimum of two REFERRALS per day showing placement efforts are required, excluding weekends and holidays.
- For patients in a chronic or special pediatric hospital, placement activity must begin on the date for which level of care is no longer met and must be conducted no fewer than 3 days per week thereafter.

Member Name:
Member DOB:
MA#:
Authorization Number:
Admission Date:
Discharge Date:
Start Date for Administrative days:
Number Administrative Days Requested:
MPC CONCURRENT REVIEW NURSE/phone/fax/email:



Discharge Planning Log

Date	Facility Name	Notes- status of referral (e.g., pending review; accepted with no beds available; declined-will not admit)

If more space is needed, please attach additional notes in a similar format.

Should you require assistance with locating an appropriate post-acute care facility, please reach out to the concurrent review nurse listed at the top portion of this document.

Completed form to be returned via fax to MPC: 1-855-905-5939.