

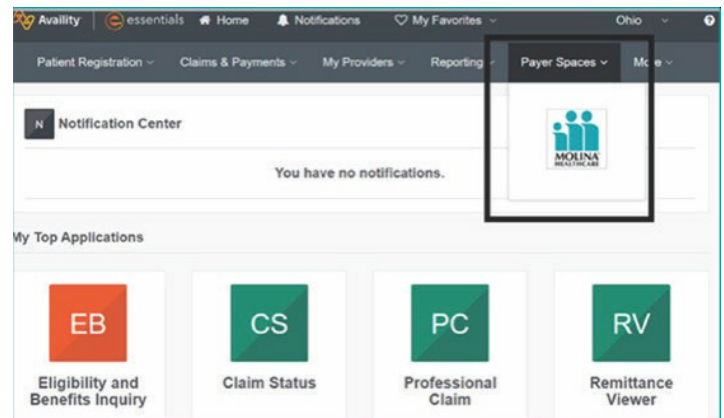
# Entering Multiple Prior Authorization Requests in Availity Payer Spaces

To better serve you and your Molina members, you can now submit multiple prior authorization service requests (SRAs) in Availity Payer Spaces.

Two (2) new buttons were added to the SRA (Prior Auth) submission form for SSO users for faster and easier use. Now users can click the “Submit New SRA” button to start a new one bypassing returning to the Availity Payerspace home page. The new “SRA Inquiry” button will allow users to go directly to the inquiry page without the need to go back to Availity and selecting the SRA inquiry and SSO in again.

## How to Access:

1. Availity Menu Bar > Payer Spaces > Molina Healthcare
2. Under Payer Spaces > Choose Applications Tab > Prior Auths
3. Select the desired Provider TIN / NPI and submit via SSO to Molina (this step has not changed)
  - Accept all prompts to navigate to the Prior Auth / SRA form
4. Complete the Prior Auth / SRA Form then submit
5. Instead of navigating back to step 2, you can now select the ‘Submit New SRA’ button in the lower left
  - From here, you will only need to repeat step 4.



Please use the Upload option below to attach required documents that may include but not limited to -

- Current (up to six months), adequate patient history related to the requested services
- Relevant physical examination that addresses the problem
- Relevant lab or radiology results to support the request (including previous MRI, CT Lab or X-Ray report/results)
- Relevant specialty consultation notes
- Any other information or data specific to the request

**Attachments**

Select Attachment Type for each file

Type of Attachment :

Supported file formats are PDF, TIF, JPG, BMP and GIF.  
Upload 1 file at a time and continue uploading until you complete the attachments. Total Size of all Attachments should not exceed 128 MB.

**Clinical Notes/Comments**

Remarks: