



DEPARTMENT OF SOCIAL SERVICES  
DIVISION OF MEDICAL SERVICES  
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April 23, 2020

**ATTENTION:** South Dakota Medicaid Providers

**FROM:** South Dakota Medicaid

**RE:** COVID-19 Out of State Transfer Prior Authorization Process

In response to COVID-19 South Dakota Medicaid is implementing temporary changes to out of state prior authorization process for out of state transfers required due to a COVID-19 surge situation. These temporary changes are effective until the end of the COVID-19 Public Health Emergency. Transfers not related to a COVID-19 surge should continue to follow the normal prior authorization process.

### **Acute Hospital**

No authorization is needed for transfers to South Dakota hospitals, Bismarck North Dakota, or hospitals within 50 miles of the South Dakota border. A specific list of those exempt counties and zip codes is available.

For transfers beyond the exempted locations above, an authorization can be granted in an expedited manner for patients requiring an out of state transfer due to a COVID-19 surge situation. **Expedited authorization requests that contain the needed information will be completed within 2 business days of receipt of the authorization request.**

To receive an expedited prior authorization determination:

- Submit the [Out of State Prior Authorization Request Form](#) and relevant medical records to [DSSMedicaidPA@state.sd.us](mailto:DSSMedicaidPA@state.sd.us) and copy [Nicole.bartel@state.sd.us](mailto:Nicole.bartel@state.sd.us)
- The subject of the email must be **“Urgent COVID transfer to (the location/facility)”**
- Medical Services Nurse Consultants will generate authorization numbers and email those back to the listed contact on the request form. Those prior authorization numbers must be shared with the accepting facility for their billing. The transferring hospital is responsible for sharing the prior authorization information with the accepting facility.
- Any question about status, the process, or extensions may be emailed to [DSSMedicaidPA@state.sd.us](mailto:DSSMedicaidPA@state.sd.us)

The Department of Social Services does not exclude, deny benefits to, or otherwise discriminate against any person on the basis of actual or perceived race, color, religion, national origin, sex, age, gender identity, sexual orientation or disability in admission or access to, or treatment or employment in its programs, activities, or services. For more information about this policy or to file a Discrimination Complaint you may contact: Discrimination Coordinator, Director of DSS Division of Legal Services, 700 Governor's Drive, Pierre SD 57501, 605-773-3305.

ATENCIÓN: si habla español, tiene a su disposición servicios gratuitos de asistencia lingüística. Llame al 1-800-305-9673 (TTY: 711).

ACHTUNG: Wenn Sie Deutsch sprechen, stehen Ihnen kostenlos sprachliche Hilfsdienstleistungen zur Verfügung. Rufnummer: 1-800-305-9673 (TTY: 711).

- Accepting providers must either be enrolled or willing to enroll with SD Medicaid to receive payment.

Communication of bed availability and plans for transfers is also an important part of this process to ensure that South Dakota Medicaid can make an expedited determination without needing to request any additional information. This information should be emailed, weekly or as often as is seen fit by your facility, to ensure South Dakota Medicaid understands the underlying rationale for these transfers.

### **Out of State Swingbed and Nursing Facility Placement Process due to COVID-19**

No prior authorization from SD Medicaid is needed for hospital discharge to swingbed and nursing facilities located within South Dakota's border. Providers should follow regular discharge processes, including the Preadmission Screening and Resident Review (PASRR) process, to these facilities and prioritize placements with in-state facilities.

Authorization is needed for placements to facilities located outside South Dakota from the Department of Human Services Division of Long Term Services and Supports. Providers seeking a placement to an out-of-state facility should contact Michelle Hudecek [Michelle.Hudecek@state.sd.us](mailto:Michelle.Hudecek@state.sd.us). Providers should demonstrate the rationale for the out of state placement; out of state providers must agree to enroll in South Dakota Medicaid in order for the stay to be reimbursed. **Expedited authorization requests that contain the needed information will be completed within 2 business days.**

### **Hospital Diversion**

South Dakota Medicaid does not prior authorize emergent hospital diversions.

Thank you,

South Dakota Medicaid

### Exempt Counties and Zip Codes

| ZIP   | STATE | COUNTY   |
|-------|-------|----------|
| 51001 | IA    | Plymouth |
| 51003 | IA    | Sioux    |
| 51004 | IA    | Woodbury |
| 51007 | IA    | Woodbury |
| 51008 | IA    | Plymouth |
| 51011 | IA    | Sioux    |
| 51015 | IA    | Woodbury |
| 51016 | IA    | Woodbury |
| 51017 | IA    | Plymouth |
| 51018 | IA    | Woodbury |
| 51019 | IA    | Woodbury |
| 51022 | IA    | Sioux    |
| 51023 | IA    | Sioux    |
| 51024 | IA    | Plymouth |
| 51026 | IA    | Woodbury |
| 51027 | IA    | Sioux    |
| 51028 | IA    | Plymouth |
| 51030 | IA    | Woodbury |
| 51031 | IA    | Plymouth |
| 51036 | IA    | Sioux    |
| 51038 | IA    | Plymouth |
| 51039 | IA    | Woodbury |
| 51041 | IA    | Sioux    |
| 51044 | IA    | Woodbury |
| 51045 | IA    | Plymouth |
| 51048 | IA    | Woodbury |
| 51050 | IA    | Plymouth |
| 51052 | IA    | Woodbury |
| 51024 | IA    | Woodbury |
| 51055 | IA    | Woodbury |
| 51056 | IA    | Woodbury |
| 51057 | IA    | Plymouth |
| 51062 | IA    | Plymouth |
| 51101 | IA    | Woodbury |
| 51102 | IA    | Woodbury |
| 51103 | IA    | Woodbury |
| 51104 | IA    | Woodbury |
| 51105 | IA    | Woodbury |
| 51106 | IA    | Woodbury |
| 51108 | IA    | Woodbury |

| ZIP   | STATE | COUNTY      |
|-------|-------|-------------|
| 51109 | IA    | Woodbury    |
| 51111 | IA    | Woodbury    |
| 51201 | IA    | Sheldon     |
| 51230 | IA    | Lyon        |
| 51234 | IA    | Sioux       |
| 51235 | IA    | Lyon        |
| 51237 | IA    | Lyon        |
| 51238 | IA    | Sioux       |
| 51239 | IA    | Sioux       |
| 51240 | IA    | Lyon        |
| 51241 | IA    | Lyon        |
| 51242 | IA    | Lyon        |
| 51243 | IA    | Lyon        |
| 51244 | IA    | Sioux       |
| 51246 | IA    | Lyon        |
| 51247 | IA    | Sioux       |
| 51250 | IA    | Sioux       |
| 56110 | MN    | Adrian      |
| 56113 | MN    | Lincoln     |
| 56116 | MN    | Rock        |
| 56128 | MN    | Pipestone   |
| 56134 | MN    | Rock        |
| 56136 | MN    | Lincoln     |
| 56138 | MN    | Rock        |
| 56139 | MN    | Pipestone   |
| 56140 | MN    | Pipestone   |
| 56142 | MN    | Lincoln     |
| 56144 | MN    | Pipestone   |
| 56146 | MN    | Rock        |
| 56147 | MN    | Rock        |
| 56149 | MN    | Lincoln     |
| 56156 | MN    | Rock        |
| 56158 | MN    | Rock        |
| 56164 | MN    | Pipestone   |
| 56170 | MN    | Pipestone   |
| 56173 | MN    | Rock        |
| 56177 | MN    | Pipestone   |
| 56178 | MN    | Lincoln     |
| 56186 | MN    | Pipestone   |
| 56187 | MN    | Worthington |

| ZIP   | STATE | COUNTY             |
|-------|-------|--------------------|
| 56210 | MN    | Big Stone          |
| 56211 | MN    | Big Stone          |
| 56212 | MN    | Lac Qui Parle      |
| 56218 | MN    | Lac Qui Parle      |
| 56219 | MN    | Traverse           |
| 56220 | MN    | Yellow<br>Medicine |
| 56223 | MN    | Yellow<br>Medicine |
| 56225 | MN    | Big Stone          |
| 56227 | MN    | Big Stone          |
| 56232 | MN    | Lac Qui Parle      |
| 56236 | MN    | Traverse           |
| 56237 | MN    | Yellow<br>Medicine |
| 56240 | MN    | Big Stone          |
| 56241 | MN    | Yellow<br>Medicine |
| 56245 | MN    | Yellow<br>Medicine |
| 56256 | MN    | Lac Qui Parle      |
| 56257 | MN    | Lac Qui Parle      |
| 56258 | MN    | Marshall           |
| 56272 | MN    | Lac Qui Parle      |
| 56276 | MN    | Big Stone          |
| 56278 | MN    | Big Stone          |
| 56280 | MN    | Yellow<br>Medicine |
| 56296 | MN    | Traverse           |
| 56297 | MN    | Yellow<br>Medicine |
| 56520 | MN    | Wilkin             |
| 56522 | MN    | Wilkin             |
| 56543 | MN    | Wilkin             |
| 56553 | MN    | Wilkin             |
| 56565 | MN    | Wilkin             |
| 56579 | MN    | Wilkin             |
| 56583 | MN    | Traverse           |
| 56594 | MN    | Wilkin             |
| 57187 | MN    | Worthington        |
| 57274 | MN    | Day                |
| 57317 | MN    | Gregory            |

### Exempt Counties and Zip Codes

| ZIP   | STATE | COUNTY    |
|-------|-------|-----------|
| 58001 | ND    | Richland  |
| 58008 | ND    | Richland  |
| 58013 | ND    | Sargent   |
| 58015 | ND    | Richland  |
| 58017 | ND    | Sargent   |
| 58018 | ND    | Richland  |
| 58030 | ND    | Richland  |
| 58032 | ND    | Sargent   |
| 58039 | ND    | Richland  |
| 58040 | ND    | Sargent   |
| 58041 | ND    | Richland  |
| 58043 | ND    | Sargent   |
| 58053 | ND    | Richland  |
| 58054 | ND    | Ransom    |
| 58058 | ND    | Richland  |
| 58060 | ND    | Sargent   |
| 58061 | ND    | Richland  |
| 58067 | ND    | Sargent   |
| 58069 | ND    | Sargent   |
| 58074 | ND    | Richland  |
| 58075 | ND    | Richland  |
| 58076 | ND    | Richland  |
| 58077 | ND    | Richland  |
| 58081 | ND    | Richland  |
| 58413 | ND    | McIntosh  |
| 58436 | ND    | Dickey    |
| 58439 | ND    | Dickey    |
| 58441 | ND    | Dickey    |
| 58458 | ND    | Lamoure   |
| 58460 | ND    | McIntosh  |
| 58474 | ND    | Dickey    |
| 58489 | ND    | McIntosh  |
| 58495 | ND    | McIntosh  |
| 58501 | ND    | Bismarck* |
| 58502 | ND    | Bismarck* |
| 58503 | ND    | Bismarck* |
| 58504 | ND    | Bismarck* |
| 58506 | ND    | Bismarck* |
| 58524 | ND    | Emmons    |
| 58528 | ND    | Sioux     |

| ZIP   | STATE | COUNTY   |
|-------|-------|----------|
| 58538 | ND    | Sioux    |
| 58542 | ND    | Emmons   |
| 58544 | ND    | Emmons   |
| 58549 | ND    | Emmons   |
| 58552 | ND    | Emmons   |
| 58568 | ND    | Sioux    |
| 58570 | ND    | Sioux    |
| 58573 | ND    | Emmons   |
| 58581 | ND    | McIntosh |
| 58623 | ND    | Bowman   |
| 58639 | ND    | Adams    |
| 58649 | ND    | Adams    |
| 58651 | ND    | Bowman   |
| 58653 | ND    | Bowman   |
| 59311 | MT    | Carter   |
| 59313 | MT    | Fallon   |
| 59316 | MT    | Carter   |
| 59319 | MT    | Carter   |
| 59324 | MT    | Carter   |
| 59332 | MT    | Carter   |
| 59334 | MT    | Fallon   |
| 59354 | MT    | Fallon   |
| 68710 | NE    | Dixon    |
| 68717 | NE    | Cedar    |
| 68718 | NE    | Knox     |
| 68719 | NE    | Boyd     |
| 68722 | NE    | Boyd     |
| 68724 | NE    | Knox     |
| 68727 | NE    | Cedar    |
| 68728 | NE    | Dixon    |
| 68729 | NE    | Knox     |
| 68730 | NE    | Knox     |
| 68731 | NE    | Dakota   |
| 68732 | NE    | Dixon    |
| 68733 | NE    | Dakota   |
| 68736 | NE    | Cedar    |
| 68739 | NE    | Cedar    |
| 68741 | NE    | Dakota   |
| 68743 | NE    | Dakota   |
| 68745 | NE    | Cedar    |

| ZIP   | STATE | COUNTY    |
|-------|-------|-----------|
| 68746 | NE    | Boyd      |
| 68749 | NE    | Cedar     |
| 68751 | NE    | Dixon     |
| 68753 | NE    | Keya Paha |
| 68755 | NE    | Boyd      |
| 68757 | NE    | Dixon     |
| 68759 | NE    | Keya Paha |
| 68760 | NE    | Knox      |
| 68770 | NE    | Dixon     |
| 68771 | NE    | Cedar     |
| 68774 | NE    | Cedar     |
| 68776 | NE    | Dakota    |
| 68777 | NE    | Boyd      |
| 68778 | NE    | Keya Paha |
| 68783 | NE    | Knox      |
| 68784 | NE    | Dixon     |
| 68785 | NE    | Dixon     |
| 68786 | NE    | Knox      |
| 68787 | NE    | Wayne     |
| 68789 | NE    | Knox      |
| 68792 | NE    | Cedar     |
| 69135 | NE    | Cherry    |
| 69201 | NE    | Cherry    |
| 69210 | NE    | Ainsworth |
| 69211 | NE    | Cherry    |
| 69212 | NE    | Cherry    |
| 69216 | NE    | Cherry    |
| 69218 | NE    | Cherry    |
| 69219 | NE    | Cherry    |
| 69220 | NE    | Cherry    |
| 69221 | NE    | Cherry    |
| 69335 | NE    | Sheridan  |
| 69337 | NE    | Dawes     |
| 69339 | NE    | Dawes     |
| 69340 | NE    | Sheridan  |
| 69343 | NE    | Sheridan  |
| 69346 | NE    | Sioux     |
| 69347 | NE    | Sheridan  |
| 69351 | NE    | Sheridan  |
| 69354 | NE    | Dawes     |

## Exempt Counties and Zip Codes

| <b>ZIP</b> | <b>STATE</b> | <b>COUNTY</b> |
|------------|--------------|---------------|
| 69360      | NE           | Sheridan      |
| 69365      | NE           | Sheridan      |
| 69367      | NE           | Dawes         |
| 82222      | WY           | Niobrara      |
| 82225      | WY           | Niobrara      |
| 82227      | WY           | Niobrara      |
| 82242      | WY           | Niobrara      |
| 82701      | WY           | Weston        |
| 82710      | WY           | Crook         |
| 82711      | WY           | Crook         |
| 82712      | WY           | Crook         |
| 82713      | WY           | Crook         |
| 82714      | WY           | Crook         |
| 82715      | WY           | Weston        |
| 82720      | WY           | Crook         |
| 82721      | WY           | Crook         |
| 82723      | WY           | Weston        |
| 82729      | WY           | Crook         |
| 82730      | WY           | Weston        |