Secondary referrals and what to do:

If the medical facility your KIC THC medical provider refers you to; wants you to be referred to another medical facility for further treatment, you **must** come back to see your KIC THC provider.

The reason why this needs to occur is to see if the service your referred provider would like you to have can be covered by PRC funding. Your KIC THC medical provider will put in a referral that can accommodate the need your referred provider is suggesting. Another IHS facility in the state can possibly offer the service being requested by your referred provider if the services cannot be covered by KIC THC PRC funds.

KIC THC PRC funding cannot be used for uncontracted medical facilities or out of the state of Alaska.

However, any patient has the right to choose the care and where the patient receives that care. Patients will just be financially responsible for any costs that KIC THC PRC funds do not cover, or the cost after a patient that has medical insurance doesn't cover.

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**Purchased and Referred Care Department**

**About Us**

Purchased and Referred Care covers billing, referrals, and medical travel.

This brochure covers referral processes and information.

Purchased and Referred Care funding comes from the Federal Government. Therefore, Purchased and Referred Care funds have to be spent following the Indian Health Service guidelines. You can review the guidelines at:

https://www.ihs.gov/prc/

**Contact Us**

Phone: 907-228-9204
Web: www.kictribe.org

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**KETCHIKAN INDIAN COMMUNITY TRIBAL HEALTH CLINIC PURCHASED & REFERRED CARE DEPARTMENT**

2960 Tongass Ave.
Ketchikan, Ak. 99901
Referral flow beginning process:

1) You have an appointment with your KIC THC medical provider.

2) During your appointment you & your medical provider decide that the next best course of action for medical treatment is for you to be referred elsewhere for your further care.

3) Your KIC THC medical provider completes notes from your medical appointment, then enters the medical consult. Only a KIC THC medical provider can initiate the referral process. Referrals cannot be called in, you have to have an appointment with your KIC THC medical provider.

4) Our PRC prior authorization specialist is notified. Our prior authorization specialist then checks to see if; you have private insurance or not, if you are PRC eligible for funding, and per the IHS guidelines your referral will be approved or denied for PRC funding. If you have private insurance, procedures are checked on to see if a prior authorization is needed for your referred service. Once the information is received on the prior authorization, the prior authorization specialist notifies the referral coordinator.

5) PRC’s referral coordinator then processes the referral to the facility that you are being referred to. Once the information is sent, the referral coordinator notifies another PRC technician to reach out to the patient. The patient is called and given further instruction on how to proceed.

Including giving the patient the phone number to call to schedule services, if the patient does not want to wait for the medical facility to call to schedule your appointment.

6) If you do not have private medical insurance, you will be referred to another Indian Health Service facility. Depending on the service you need also determines which IHS facility will suit your medical needs. Please remember that ONLY Alaska Native Medical Center (ANMC) can refer patients out of the state of Alaska.

7) Alaska Medicaid/Denali Care can authorize some medical treatment out of the state of Alaska, but anything that is approved by Alaska Medicaid/Denali Care for out of the state of Alaska cannot receive any funding from KIC THC PRC funds. Same as ANY Medical Referral Only.

8) Medical referral only referrals exist due to the nature of; Some medical facilities and KIC THC do not have contracted agreements for services, a patient opts out of staying in the IHS system for services and is referred out of state or agrees to pay out of pocket for any expenses that manifest from services a patient receives from a medical referral only, or a patient is still within the first 180 days (6 months) of being a KIC THC patient.

9) During the 180 days (6 months) a patient becomes a KIC THC patient all medical costs are covered within the KIC THC building. All referrals during this time period for services ANYWHERE other than KIC THC is the patient’s full financial responsibility, with the exception of a medical priority rating of 1. Direct Only status also can occur if you are not treated within KIC THC facility within a year.

10) Medical priority ratings that KIC THC use for any medical referral are rated from 1-3. The ratings are defined as:

Priority 1 means that your medical treatment falls under emergent attention or profound urgent care services. Referrals are processed the same day or up to 1 week when being referred to another IHS facility. Patients schedule the priority 1 referral appointment.

Priority 2 means that your medical treatment falls under preventative care services. Referrals with this priority rating have a processing time of 2-6 weeks.

Priority 3 means primary or secondary care services. You are being referred to a provider or specialist that has already treated you, or the medical treatment needed is not immediately life threatening. Referrals can take anywhere from 6-8 weeks to be processed.

Did you know?

In January 2014, the Consolidated Appropriation Act of 2014 renamed the Contract Health Services program to the Purchased/Referred Care (PRC) program. All policies and practices remain the same.