

[Your Name/Organization Name]

[Address Line 1]

[Address Line 2]

[Phone Number]

[Date]

[Insurance Company Name]

[Appeals Department Address]

[City, State, Zip Code]

RE: Urgent Appeal for Retroactive Authorization

Patient Name: [Patient Name]

Member ID: [Member ID Number]

Claim Number: [Claim Number (if applicable)]

Date of Service: [Date of Procedure/Admission]

To Whom It May Concern,

I am writing to formally appeal the denial or lack of authorization for services rendered to the above-mentioned patient on [Date]. This letter serves as a formal request for retroactive authorization based on a documented medical emergency involving immediate danger to the patient's life.

On the date of service, the patient presented with the following life-threatening symptoms: [Briefly describe symptoms, e.g., cardiac arrest, acute respiratory failure, massive hemorrhaging].

Due to the critical nature of the patient's condition, immediate medical intervention was required to prevent imminent death or serious permanent impairment. Following standard emergency medical protocols, the priority was shifted to life-saving stabilization. Consequently, obtaining prior authorization was not feasible as any delay in treatment would have resulted in a fatal outcome.

Attached you will find the clinical documentation, including emergency room notes and physician statements, confirming that this was an emergency situation as defined by the Emergency Medical Treatment and Labor Act (EMTALA) and the terms of the patient's health plan.

We request that you review the enclosed medical records and grant retroactive authorization for these life-saving services. Please process this appeal with the urgency corresponding to the severity of the case.

Thank you for your immediate attention to this matter. I look forward to your written response within [Number] days.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Title/Credentials]

Enclosures:

[Medical Records/Emergency Room Notes]

[Physician Statement of Medical Necessity]