

**ValueOptions Behavioral Health Provider/Primary Care Physician Communication Form (Contact: 877- 564-8517 to reach VO; Fax: 877-755-0334)**

**FORM INSTRUCTIONS**

**Member Consent to Exchange Information FORM:**

- This form is completed by the Primary Care Physician's office with the member's signature giving permission for the PCP to exchange information with the Behavioral Health Provider.
- Please complete all areas including the reason for the referral, any relevant medical information and current medications. Be sure to include any behavioral health meds that are being prescribed by the PCP.
- Be sure to include the fax number to where the behavioral health information should be sent.
- Fax the form to 877-755-0334.
- To speak with a Clinical Care Manager about a Behavioral / Medical Coordination Referral call 877- 564-8517 indicating that you are calling about a medical coordination case.
- Within 3 business days upon receipt of the fax, ValueOptions will outreach to the PCP's office and the member.
- This document will be scanned into the VO CareConnect Record upon completion.

**Behavioral Health Appointment FORM:**

- This form is completed by ValueOptions to communicate with the PCP regarding the appointment scheduled for the member with a behavioral health provider.
- Updated member contact information should be included.
- Once all of the information is available, it is faxed to the Behavioral Health Provider along with the signed Member Consent Form.
- A copy is also faxed to the Health Plan PCP or Health Plan Affiliate/Network Provider, Health Plan. This document will be scanned into the VO CareConnect Record upon completion.

**Behavioral Health Provider Information FORM:**

- This form is completed by the Behavioral Health Provider regarding the findings, recommendations, medications, date of last session, etc.
- Updated member contact information should be included.
- The Behavioral Health Provider must fax this form back to ValueOptions via 877-755-0334.
- Regardless of whether the Behavioral Health Provider faxes this information directly to the PCP / Affiliate, ValueOptions will fax the completed form to the Health Plan PCP/Affiliate.