



Colorado Utilization Management Tip Sheet

Review Tips

1. Reason for Request – new feature in Qualitrac (required field)
2. Revisions

Reason for Request

A new feature has been added to Qualitrac called Reason for Request. Starting 12/22/2021, when you are entering your review requests, you will need to select a Reason for your request. You will see this required field in the Supporting Information section of the request.

Please select the item that applies to the request you are making.

NOTE: Do not select CSR Express at this time. This option is not currently available but will be available in Spring 2022. More information will be sent to all CMAs when this option becomes available.

(If you mistakenly select CSR Express, your case will be treated as a standard review and all documentation will be requested from you.)

Revisions

If you are submitting a review when a revision has occurred in the member's service plan, please select Unscheduled/Review/Revision in the Reason for Request field. (See snip above)

When submitting a request that involves a revision, please use the requested revision start date as the service start date under Dates of Service. This is typically the date the revision is submitted to Telligen.
(See snip below)



Dates Of Service

Service Start Date

01/01/2022

Service End Date

12/31/2022

Please be sure to submit all documentation including the revised IHSS Care Plan Calculator or CDASS Task Worksheet.