INNOVA MEDICAL PRODUCTS

Northeast Medical Products, Inc

DME Order Checklist for Referring Providers

Please fax the following information to help us process your Durable Medical Equipment (DME) order quickly and accurately. Incomplete submissions are the most common cause of processing delays.

- ☐ **Patient demographics**
- ☐ **Completed Rx form**, signed and dated with either a wet signature or "Electronically signed by..."
- ☐ **Current insurance information**, with copy of front and back of insurance card
- ☐ **Medical records dated within the last 6 months**, indicating need for the equipment

---

Before You Fax

- ☐ Confirm all pages are legible and complete
- ☐ Confirm the order is signed and dated by the prescriber
- ☐ Confirm all quantities are correct
- ☐ Confirm diagnosis codes, number of refills, and length of need are on the Rx and all coverage questions have been completed
- ☐ Include a cover sheet noting the number of pages and a callback number in case we have questions

Fax to: 860-388-0368

Questions? Call us at: 860-388-1437

This checklist is a general guide. Specific documentation requirements can vary by insurance payer and equipment type — our team will follow up if anything additional is needed.

Northeast Medical Products, Inc

520 Boston Post Rd, Old Saybrook, CT 06475
860-388-1437 FAX: 860-388-0368
www.northeastmedicalproducts.com
An Innova Medical Group Company

INNOVA MEDICAL PRODUCTS

HOSPITAL BED PRESCRIPTION FORM

Patient Name _____ Phone _____

Address _____

Email _____

Diagnosis codes _____ Ht _____ Wt _____

DOB _____ Length of Need _____ Start Date _____

Alternate Contact: Name _____ Relationship _____ Phone _____

Equipment ordered:

_____ E0260 Hospital bed, semi electric, with mattress, rails (check 1): ___ Full Rail ___ Half Rail

_____ E0303 Hospital bed, heavy duty (350-600lbs), rails, mattress

Coverage Questions:

Y N Does the patient have a medical condition which requires positioning of the body in ways not feasible with an ordinary bed?

Y N Does the patient require the head of the bed to be elevated more than 30 degrees most of the time due to congestive heart failure, COPD, or problems with aspiration?

Y N Have pillows and wedges been considered and ruled out?

Y N Does the patient require traction equipment, which can only be attached to a hospital bed?

Y N Does the patient require a bed height different than a fixed height hospital bed to permit transfers to chair, wheelchair or standing position?

Y N Does the patient require frequent changes in body position and/or has an immediate need for a change in body position?

Y N Does the patient weigh 350-600 pounds?

PLEASE SUPPLY A COPY OF THE NOTES FROM THE FACE-TO-FACE VISIT
(ALL CLINICAL NOTES MUST BE EITHER ELECTRONICALLY SIGNED OR HAVE A WET SIGNATURE)

Physician Name _____ NPI _____

Address _____

Phone _____ Fax _____

_____ _____
Physician Signature Date