**ST-Letter of Medical Necessity and Pre-Authorization for Functional Orthotics-Template**

*The following is an example of a letter of Medical Necessity or Pre-Authorization when needed to get orthotics approved. This is one example of the type of data that should be included. Patient-specific data that led to the orthotic prescription must be included, along with all patient-centric treatment goals related to the orthotics.*

Date:

Payer

Address

City, ST 12345

Re: Mr. Patient ID#: 123-45-6789

The purpose of this letter is to provide you with information that will assist you in determining the medical necessity for custom-fitted orthotics provided to Mr. Patient and request authorization to supply and bill for the items.

On [date], Mr. Patient presented to my office with right foot pain, right ankle stiffness, [add additional conditions here]. Examination of the lumbar spine and right ankle/foot revealed [list positive findings that warrant ordering orthotics]. X-rays of the lumbar spine and right ankle/foot revealed [list positive findings that warrant ordering orthotics]. [Link this information to the diagnosis that is included in the Medical Review Policy]

Outcome measurements of the patient’s conditions were obtained via the use of [Oswestry, Roland-Morris, LEFS]. The results revealed the following: [e.g., standing was limited to 10 minutes because of ankle stiffness and low back pain, foot pain prevented walking more than a 1/4 mile].

I am requesting your approval for the custom orthotics. The orthotics will provide the needed support when the patient is walking or standing and will help protect his foot, ankle, and lower spine from excessive wear and tear as he performs his normal activities of daily living. The patient will be provided with detailed home care instructions on how to hasten the healing process. The objective is to promote proper biomechanical movement, prevent pain, prevent re-injury, and help the patient reach his improvement goals as soon as possible.

Please consider payment for the orthotics. Thank you for your prompt consideration, and contact us if any further information is needed

Sincerely,