

Martha's Open Hands Referral Process

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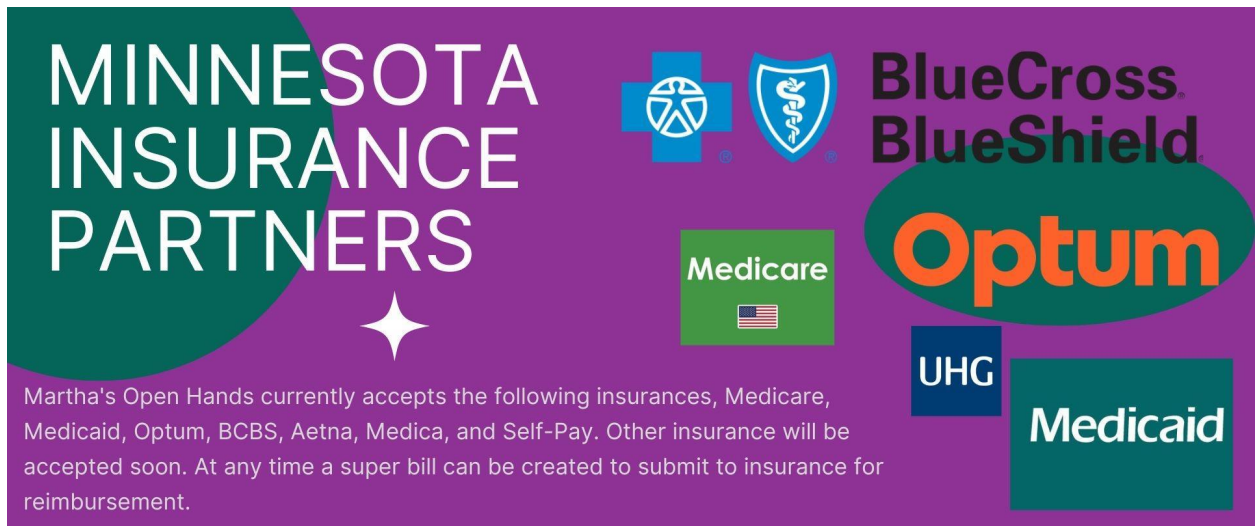


1. **To get started**, when a potential patient expresses interest in our services or a collaborating clinic or provider deems necessary a referral, please have the patient sign a **Release of Information/Authorization Form (ROI)** form to allow us to communicate and view records from your practice/clinic regarding the patient.

¹ This form was last update on 3/21/23*

2. **Once the ROI of is signed**, please **fax** the completed patient referral form and ROI, (Referral form is to include patient's name and phone number, demographic details, and what type of referral) to, 763-201-3093. MOH will then contact the patient within 24 hours to complete a 15-minute consultation.
3. **If Martha's Open Hands determines that the patient(s) would benefit from our services**, we'll inform the referring provider/clinician/clinic via phone or email, and will establish care with the patient.
4. Once your clinic/provider has been notified Martha's Open Hands will establish care, please **fax** the completed **DA (Diagnostic Assessment)** to MOH at, **763-201-3093**. If applicable and for proper billing and insurance coverage purposes, please also fax the patient's **insurance details**.

At current MOH accepts the below insurances.



**MINNESOTA
INSURANCE
PARTNERS**

BlueCross
BlueShield

Optum

Medicare

UHG

Medicaid

Martha's Open Hands currently accepts the following insurances, Medicare, Medicaid, Optum, BCBS, Aetna, Medica, and Self-Pay. Other insurance will be accepted soon. At any time a super bill can be created to submit to insurance for reimbursement.

BCBS
BCBS MN

Medicaid
MN

Medicare
MN

MEDICA[®]
♥ **aetna**[™]

Insurance acceptance is subject to change. Please verify our website for accuracy at, www.marthasopenhands.com or call us on, 612-567-9587.

5. **Once care is established**, Martha's Open Hands will work closely with the referring provider/clinician and other partners to ensure that the patient receives the best possible care as a collaborative effort.

Thank you for your referral to Martha's Open Hands. Please send us your logo to be added as a preferred partner on our website. Additionally if requested, we will send our business cards and flyers to help promote our partnership and build trust with potential patients.

Thank you for partnering with us at Martha's Open Hands. We look forward to a successful relationship and providing excellent care to our patients. If you have any further questions or concerns, please do not hesitate to reach out to us at 612-567-9587 or via info@marthasopenhands.com.

Best Regards,

Your Partners at Martha's Open Hands