

## **How to request a Single Case Agreement (Waiver) from your HMO Insurance**

If BDI is not a part of your HMO plan, then your insurance would not pay for the services unless you have an agreement called a Single Case Agreement (Waiver).

If approved for this waiver, your claims would process in the same manner as if you went to a contracted in-network provider.

Steps for obtaining the Single Case Agreement:

1. Speak with your child's pediatrician or primary care provider. Let them know your wishes to treat with BDI Playhouse.
2. They may refer you to another in-network provider. Call them--most times, they will not have any availability, or they won't be able to provide you with the type of therapy your child needs. If you find that is the case, let your doctor know, so they can petition the HMO to consider an outside provider.
3. This process may take some time. Be persistent. You are your child's best advocate! Routinely check in with the referral coordinator at your child's doctor office.
4. When approved, you would be given a referral number or authorization number. We need that information IN WRITING from the HMO. Please provide to us that referral form so we can see how many visits have been approved and the date range given for services.