

## Private Duty Nursing Claim Predetermination Submission Guidelines

Before Manulife will be able to consider your request for Private Duty Nursing, you must first provide all of the following details:

## An Assessmenfrom your Provincial Home Care Agency is required:

If the province you live in provides Home Care funding and is providing services to this patient, Manulife Financial requires a detailed description of the services that Provincial Home care provides about including the number of hours for each service.

If the Provincial Home care programNeOT providing services to this patient, you must submit a copy of the Home Care assessment to Manulife. This document must explain why Home Care is vinding noursing or assistance services to this patient.

If there is no provincial funding in your province of residence for Home Care, this information is not required.

- The number of hours/shifts recommended per day
- x Did you authorize the services of a RN or RPN? If yes, please provide a list of cartletine governing the care of the patient and a copy of the orders
- x A list of medications to be administered by the Private Duty Nurse. Please indicate the route of administration (e.g. Oral, intravenous)
- x Please advise if the services are to be rendered R.N., R.P.N., L.P.N. or other
- x Confirmation where the services are to be rendered/provided

## Nursing Company to Complete:

The Nursing Company must provide a letter specifying:

- x The name and address of the Agency that will be rendering the nursing services
- x The hourly rate that will be charged to the patient

## Providing Information Does Not Guarantee Coverage for Service

Please be aware that submitting the information needed for this Predetermination does not guarantee that the patient will be covered for Priate Duty Nursing. Manulife requires these details to make a complete assessment of the FL A—Jã=iÍ8

If you have any problems receiving information please phone. 1 -800-268-6195.