Instructions for submitting your Utilization Review and/or Medical Bill Audit plan

●Submit you plan via e-mail to Brian.Butler@ky.gov in the order that is laid out in the list of requirements. That list contains some items that are required in both UR and MBA plans. Some requirements may be required in UR, some in MBA. If you are sending a UR/MBA, please keep the two separate.

●Do not send URAC certification information, as Kentucky has state specific details and the URAC information does not apply to this application.

●The plans should be numbered consecutively, and each listed requirement should be clearly referenced.

●All plans are processed via e-mail. Please e-mail your plans to Brian.Butler@ky.gov.