



**Department of Consumer and Business Services**

**Division of Financial Regulation**

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**Utilization Review  
Annual Summary**

Utilization review annual summary for 20\_\_.

Due on June 30 for previous calendar year.

All health benefit insurers that provide utilization review or have utilization review provided on their behalf shall file an annual summary describing all utilization-review policies and utilization-review monitoring activities, including delegated functions. ORS743B.423, OAR 836-053-1130

1. Company name: \_\_\_\_\_ Filing date: \_\_\_\_\_
2. Company address: \_\_\_\_\_  
City, state, ZIP: \_\_\_\_\_
3. Company Web site: \_\_\_\_\_
4. Name, e-mail address, and phone number of the person completing this form:  
\_\_\_\_\_
5. Name, title, and department of manager responsible for oversight of utilization review:  
\_\_\_\_\_

**For the following information, enter the URL or the name of the publication in which it appears:**

6. Time frame for making utilization review decisions:  
Target: \_\_\_\_\_ Actual (average): \_\_\_\_\_  
URL or the publication title, date, and page: \_\_\_\_\_
7. Specify minimum qualifications for those who make first-level utilization-review decisions:  
\_\_\_\_\_ URL or the publication title, date, and page: \_\_\_\_\_
8. Specify minimum qualifications for those who make second-level utilization-review decisions:  
\_\_\_\_\_ URL or the publication title, date, and page: \_\_\_\_\_
9. Do providers participate in making utilization-review decisions?  
 No  Yes At which level(s)? \_\_\_\_\_  
URL or the publication title, date, and page: \_\_\_\_\_
10. Indicate the sources of clinical information the company researches for utilization-review decisions:  
\_\_\_\_\_ URL or the publication title, date, and page: \_\_\_\_\_

11. List company's steps in developing utilization-review criteria:

\_\_\_\_\_  
\_\_\_\_\_  
URL or the publication title, date, and page: \_\_\_\_\_

12. What action or event causes utilization-review criteria to be revised?

\_\_\_\_\_  
URL or the publication title, date, and page: \_\_\_\_\_

13. How does the company inform enrollees about changes in utilization-review criteria?

\_\_\_\_\_  
URL or the publication title, date, and page: \_\_\_\_\_

14. How does the company inform providers about changes in utilization-review criteria?

\_\_\_\_\_  
URL or the publication title, date, and page: \_\_\_\_\_

15. Is there a procedure for monitoring in-house utilization-review criteria?

No  Yes Specify: \_\_\_\_\_

URL or the publication title, date, and page: \_\_\_\_\_

16. Does the company delegate any utilization-review activities to outside resources?

No  Yes Specify: \_\_\_\_\_

URL or the publication title, date, and page: \_\_\_\_\_

17. Are there procedures for monitoring utilization-review activities delegated to outside resources?

No  Yes Specify: \_\_\_\_\_

URL or the publication title, date, and page: \_\_\_\_\_