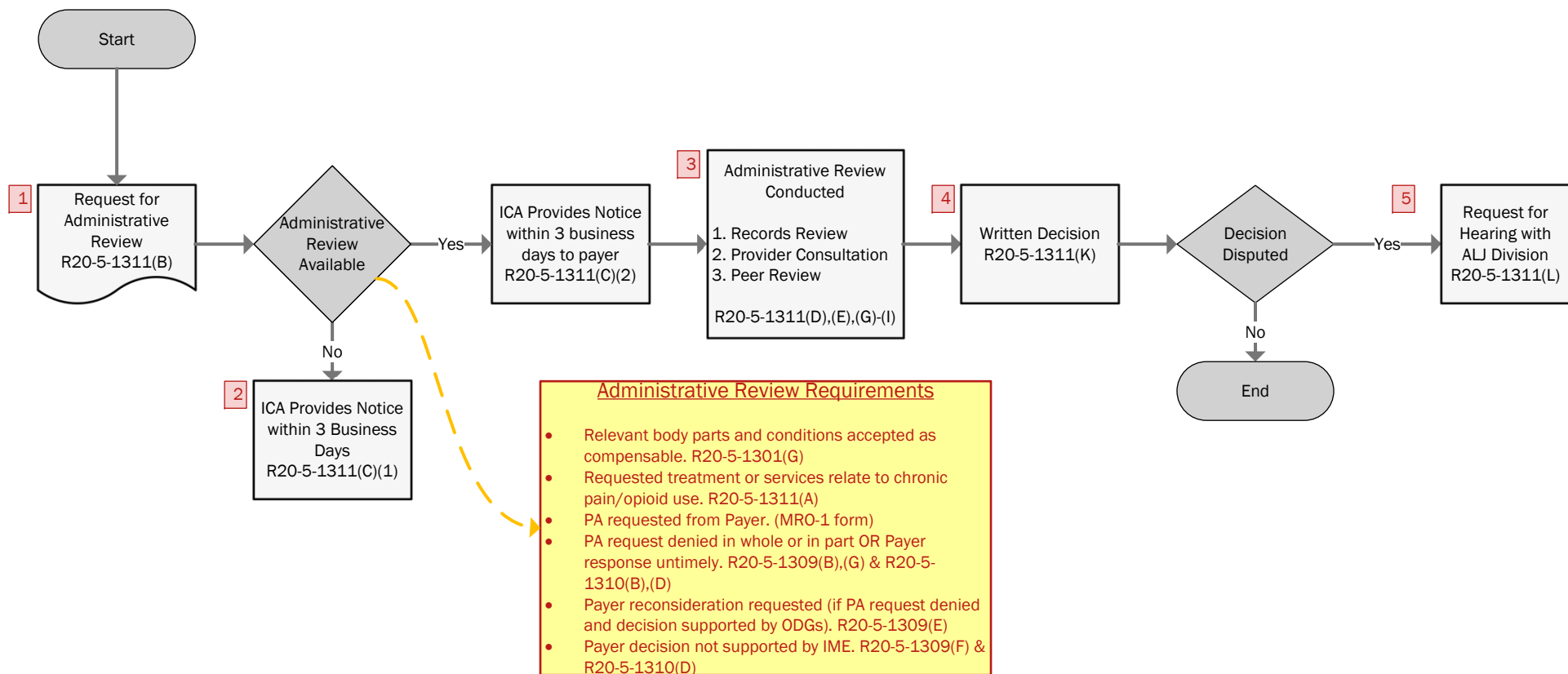


# Industrial Commission of Arizona Administrative Review Process July 2016



## Note Reference

1. A request for administrative review must be in writing and submitted in mail, electronically, or by fax (using contact information provided on MRO website). The request for may be submitted through the MRO Portal at <https://mro@azica.gov>. The request must include the information listed in R20-5-1311(B).
2. Medical Resource Office will send notice providing the reason why an administrative review is not available, if applicable.
3. Payer will be responsible for cost of Peer Review. The Commission has contracted with CompPartners, Maximus and Prium to conduct administrative peer reviews. A provider may bill for time spent participating in a peer review. Arizona specific billing codes for this purpose have been added to the Arizona Physician's and Pharmaceutical Fee Schedule. Individuals conducting peer reviews must meet the requirements of R20-5-1311(I).
4. The written decision must include the information listed in R20-5-1311(K).
5. A request for hearing must be in writing and be filed no later than 10 business days after the administrative review decision is issued. Fast Track ALJ Dispute Resolution Program is available if all parties agree to this option. The information provided by the parties in the administrative review process and the administrative decision will be part of the Commission claim file for the injured employee.