



CERTIFYING THE PATIENT FOR SHOES AND INSERTS

The patient needs to be certified for shoes and inserts by their physician in order to be covered by Medicare. A copy of the Statement of Certifying Physician Form that is recommended by the durable medical equipment carrier can be found on in the Business Forms section online at www.surefitlab.com.

I. Identify the patient's certifying physician.

The certifying physician provides the medical care for the beneficiary's diabetic condition. The certifying physician must be an M.D. or D.O., and not a podiatrist.

II. Fill out the Statement of Certifying Physician Form.

The Statement of Certifying Physician Form may be completed by the prescribing physician or supplier but must be reviewed for accuracy of the information and signed by the certifying physician to indicate agreement.

III. (optional) Fill out a cover letter explaining to the physician that you are requesting that he certify the patient for shoes and inserts. A copy of this letter can be in the Business Forms section online at www.surefitlab.com.

Cover letters can be used by a supplier as a method of communication between the supplier and the physician. The cover letter is a form that is not required by HCFA nor regulated by HCFA.

IV. Mail, fax or have the patient take the cover letter and Statement of Certifying Physician Form to their physician. Place a copy of the form in a pending file that you can use to track the status of your pending forms.

V. File the completed and signed Statement of Certifying Physician Form in the patient's chart. **Do not send this form to SureFit.**

A supplier must have a faxed or original signed order and a faxed or original CMN (when applicable) in their records before they can submit a claim to Medicare.

* CMN-certificate of medical necessity.