INSTRUCTIONS/CHECKLIST FOR IRO REGISTRATION PROCESS

IROs must:

- Have accreditation through URAC
- Register with the Department of Insurance using **application** on website
- Pay registration non-refundable fee of \$500

Please attach the following to the IRO application as part of the registration process:

Copy of URAC accreditation

Certified statement that IRO will not be operated by health benefit plan and confirmation of compliance with 41-5912(3) regarding ownership and control of applicant

Chart to show internal structure of applicant's management and administrative staff (see application for specific criteria for this chart)

Fee Schedule for IRO

Descriptions of areas of expertise

Number of clinical reviewers per specialty

Description of quality assurance mechanisms