

Submitting a Manual Prior Authorization - CoverMyMeds integration(Web)

Last modified on 06/16/2026 12:20 pm EDT

Related resources

[Auto-Start ePA using the CoverMyMeds Integration \(Web\)](#)


[Auto-Start ePA using the CoverMyMeds Integration Web \(Video\)](#)

The ePA workflow is not designed for **non eRx users**, the message to CoverMyMeds require prescriber information.

The option to manually add an ePA is designed for a case where a user that has the ability to obtain the Authorization # and would like to keep the record of the ePA in the DrChrono system.

DrChrono makes it easy to create a manual prior authorization (see steps below).

1. Navigate to the demographics section
2. Click Authorizations tab
3. Click Add Authorization Manually

Prior Authorization (CoverMyMeds) [Add Authorization Manually](#)  [Active](#) [Archived](#)

| Medication | Authorization # | Status | Effective Date | Expiration Date | Date Updated | Action |
|---------------------------------|-----------------|--------|----------------|-----------------|--------------|--------|
| No Prior Authorization Requests | | | | | | |

4. Enter the necessary data > click Add (bottom right)

Add Authorization Manually ×

| | |
|--|---|
| Medication omeprazole 20 mg oral delayed release capsu | Authorization Number bbe2225a9c5a4186859d386333128c94 |
| Status InputApproved | Effective Date 01/12/2024 |
| Expiration Date 01/12/2025 | Quantity 1 |
| Days Supply 1 | Unit C38046 |
| Refill 1 | |

[Cancel](#) [Add](#)

5. The PA request will appear once added.

| Authorization # | Status | Procedure Codes | Start Date | End Date | Specialty | Visits Approved | Visits Remaining | Notes |
|-----------------|--------|-----------------|------------|----------|-----------|-----------------|------------------|-------|
|-----------------|--------|-----------------|------------|----------|-----------|-----------------|------------------|-------|

Prior Authorization (CoverMyMeds)

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[Active](#) [Archived](#)

| Medication | Authorization # | Status | Effective Date | Expiration Date | Date Updated | Action |
|---|----------------------------------|--------------------------|----------------|-----------------|--------------|--------|
| omeprazole 20 mg oral delayed release capsule | bbe2225a9c5a4186859d386333128c94 | Manually Input: Approved | 01/12/2024 | 01/12/2025 | 04/18/2023 | ... |