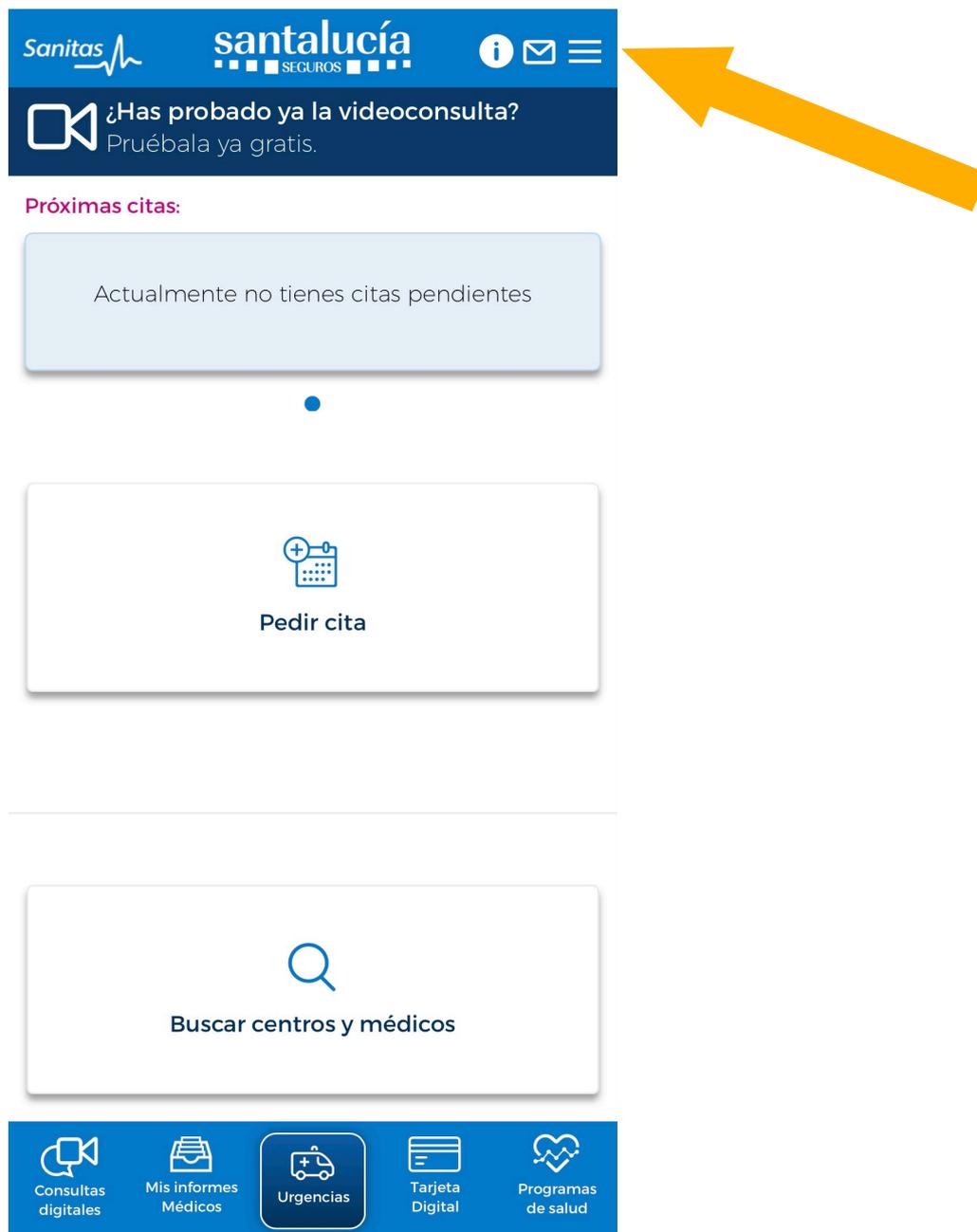


# How to ask for authorisation ?

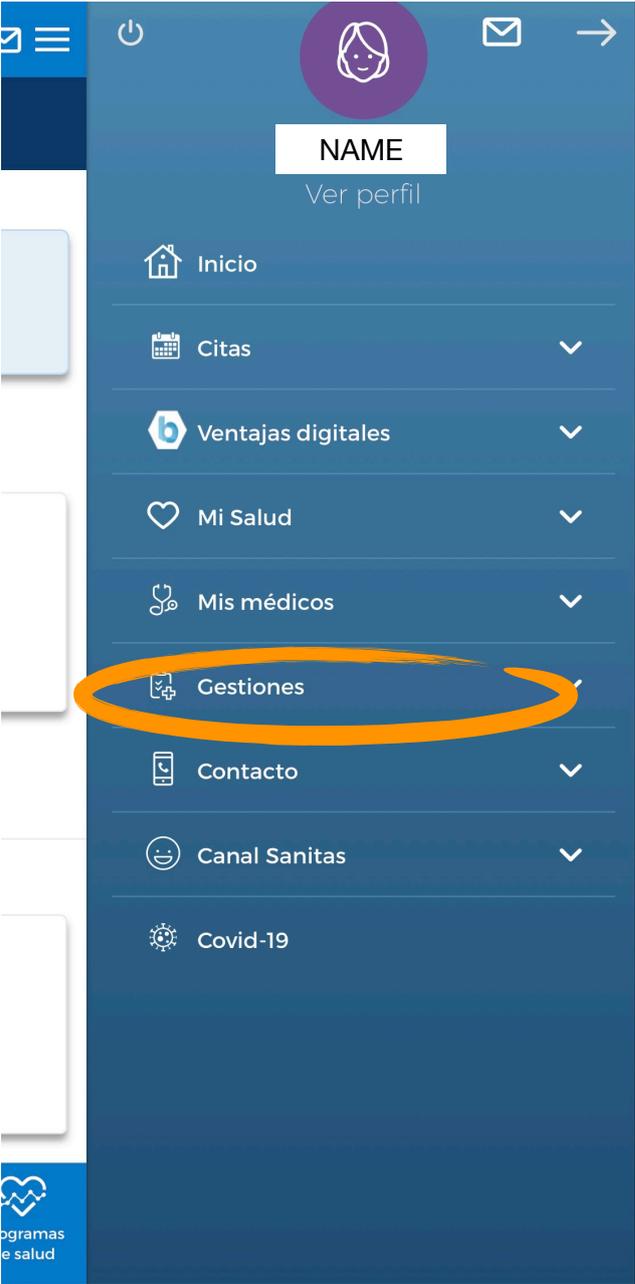
Enter in MI SANITAS

Click on the main menu

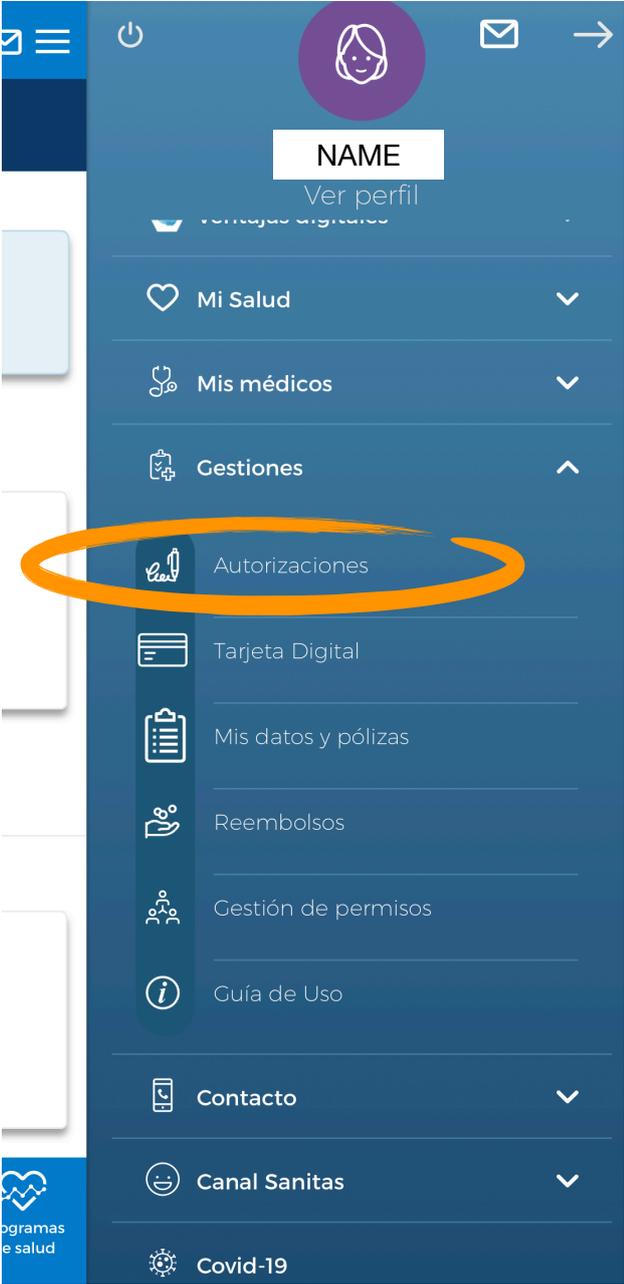


The image shows the user interface of the Santalucía MI SANITAS app. At the top, there is a blue header with the Santalucía logo and the text "SEGUROS". To the right of the logo are three icons: an information icon (i), an envelope icon, and a hamburger menu icon. A large yellow arrow points to the hamburger menu icon. Below the header, there is a dark blue banner with a video camera icon and the text "¿Has probado ya la videoconsulta? Pruébala ya gratis." Below this banner, there is a section titled "Próximas citas:" followed by a light blue box containing the text "Actualmente no tienes citas pendientes". Below this box is a small blue dot. Further down, there is a white box with a calendar icon and the text "Pedir cita". Below that is another white box with a magnifying glass icon and the text "Buscar centros y médicos". At the bottom of the screen, there is a blue navigation bar with five icons and their corresponding labels: "Consultas digitales", "Mis informes Médicos", "Urgencias", "Tarjeta Digital", and "Programas de salud".

# Select "Gestiones"



# Select "Autorizaciones"



## Once you are there, you will see the history of your authorised services:

- in blue: document number / number of the prescription
- same line, right handside: status of the authorization. There are 3 possible status: autorizada = authorised, pendiente = pending, denegada = denied.
- date: date of authorisation
- service: name of the service e.g. physiotherapy

**Click on “Nueva autorización” (=new authorisation) at the bottom of your screen**



If there are several people in the same policy and you have the right to see their data, the first step will be to **choose the person who needs the authorisation.**

**Número de documento:** insert the document number

**¿Qué es esto?** (= What is this ?) Sample of document

**Validar** (= confirm)

The screenshot shows a mobile application interface for 'Nueva autorización' (New authorization). At the top, there is a blue header with a back arrow, the text 'Nueva autorización', and a notification icon. Below the header, the question '¿Para quién es la autorización?' (For whom is the authorization?) is displayed. Three circular profile icons are shown: a purple one for 'Baby Miller', a grey one, and a partially visible one. A yellow arrow points to the third icon with the text 'Choose the person who needs the authorisation'. Below the icons, there is a section for 'Número de documento' (Document number) with a blue question mark icon and the text '¿Qué es esto?' (What is this?). A yellow arrow points to this section with the text 'Número de documento Insert the document number (you find it under the barcode on the doctor's prescription)'. Below this is a text input field with the placeholder 'Introduce número de documento' and a yellow arrow pointing to it with the text '¿Qué es esto? What is this? Sample of a doctor's prescription'. At the bottom, there is a blue button labeled 'Validar' (Validate) with a yellow arrow pointing to it and the text 'Validar = confirm'.

Once you inserted the document number, it will automatically show you the following information:

**¿Para quién es la autorización?**

Baby Miller

**Número de documento**  
¿Qué es esto?  
009795016436 ✓

**Datos del prescriptor** ← **Datos del prescriptor: Doctor's data**

Cardiología ← **Doctor's speciality**

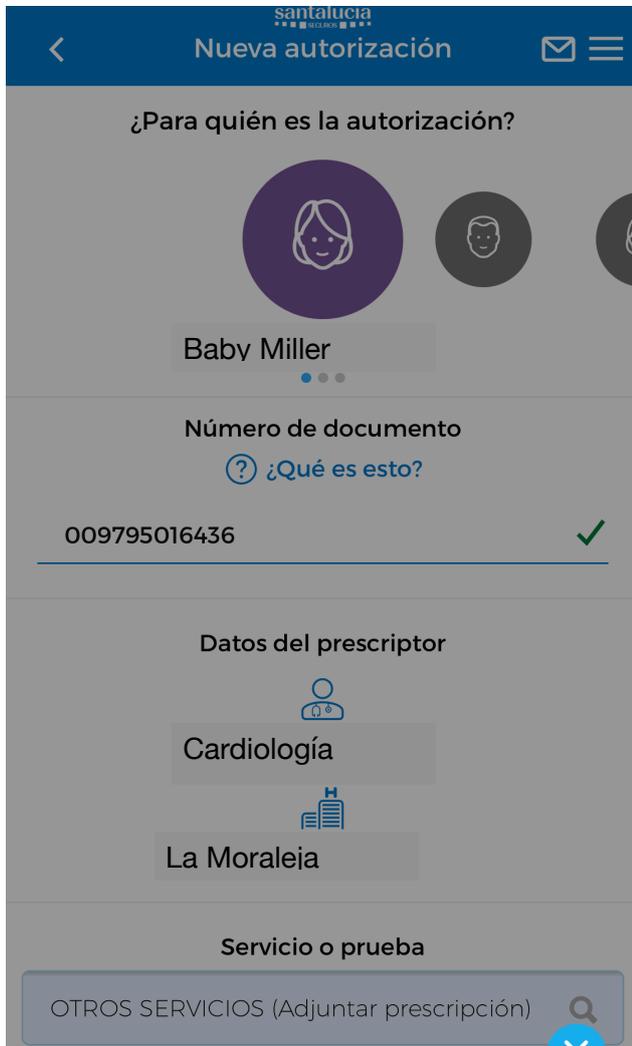
La Moraleja ← **Hospital / clinic**

**Servicio o prueba**

Selecciona prueba o servicio 🔍 ← **Select the service you need to get authorised**

**Solicitar autorización** ← **Solicitar autorización: apply for authorisation**

In this section you are requested to add documents such as prescriptions, medical reports etc.



Adjuntar documentos

Attach documents

 Hacer una foto

Take a photo NOW

 Elegir de la galeria

Select a photo from your gallery

Cardiología

La Moraleja

Servicio o prueba

Documento1.jpg

Si el servicio requiere ingreso, indiquenos en qué centro va a realizarse el mismo.

Escribe el nombre del centro...

Observaciones

Escribe aquí...

Datos de contacto

youremail@yahoo.co.uk



Solicitar autorización



Indicates that the document has been successfully attached

If the prescribed service requires hospitalization, please indicate which hospital

Space to write any comments you might want to add

Verify your email address and telephone number

**Solicitar autorización** = apply for authorisation