

27 May 2009

Hi All

This is just a reminder about the process for obtaining a Medicare provider number for your registrars, as there were a few issues late last year – particularly with overseas trained registrars' applications.

We have also changed the content of the HIC form to accommodate the new unit type terminology, and we have changed the form's name at the request of Medicare. The registrar declaration section has also been shortened with Medicare input – the language has been tidied up and we don't require registrars to sign for release of billing data as this is covered by the *Health Insurance Act 1973* (the Act).

### Process

For most **Australian trained registrars\***, only Section 19AA of the *Health Insurance Act 1973* (the Act) needs to be satisfied; the process is:

1. Registrars complete an application for an initial provider number form(a), or an additional location for a provider number form(b), and submit it to Medicare directly
2. Registrars complete an Application for a General Practice Registrar placement(c) and submit it to their RTP. A form must be completed for **each** location (including hospitals) where Medicare services are provided
3. RTPs ensure the Application for a General Practice Registrar placement is entirely complete and correct and forward it to GPET for processing
4. GPET check the placement on the form against IRIS and if appropriate approve the placement. The placement is faxed to Medicare Australia so the placement can be registered. Medicare Australia's registration of the placement will activate the trainee's access to Medicare benefits
5. Medicare Australia cannot grant access to Medicare benefits for a date earlier than the date the approved placement is received from GPET.

\* NOTE: Some Australian trained registrars will be subject to both sections 19AA and 19AB of the Act if they were a temporary resident when they commenced medical school in Australia (see overseas trained registrars instructions below).

For **Overseas trained registrars**, both Section 19AA and 19AB of the *Health Insurance Act 1973* (the Act) needs to be satisfied; the process is:

1. Registrars complete an application for an initial provider number form(a), or an additional location for a provider number form(b), and submit it to Medicare directly
2. Registrars complete an Application for a General Practice Registrar placement(c) and submit it to their RTP. A form must be completed for **each** location (including hospitals) where Medicare services are provided
3. RTPs ensure the Application for a General Practice Registrar placement form is entirely complete and correct and forward it to GPET for processing
4. GPET check the placement on the form against IRIS and if appropriate approve the placement. The placement is faxed to Medicare Australia
5. Medicare Australia forwards both the provider number application form and the Application for a General Practice Registrar placement to the Department of Health & Ageing (DHA) on the registrar's behalf – to obtain a section 19AB exemption for the placement location to enable the registrar to access Medicare benefits for the period of the placement
6. Access to Medicare benefits for overseas trained registrars begins on the date specified in the section 19AB exemption. The DHA approval step is part of every overseas trained registrar's application – regardless of whether it is a placement extension or not. A section 19AB exemption will not be backdated, regardless of the situation.

NOTE: Where a GPET placement has a start date **earlier** than the start date of the 19AB exemption, access to Medicare benefits begins from the date of the 19AB exemption. If the GPET placement has a date **after** the 19AB exemption start date, access to Medicare benefits can only be granted from the date of the GPET placement.

The process for Australian trained registrars may take up to 14 days. The effective start date of the placement cannot be a date earlier than the date Medicare Australia receives the placement from GPET. Access to Medicare benefits is for the period of the placement at the approved location.

Because of the additional DHA approval requirement, the process for overseas trained doctors takes longer than it does for Australian trained doctors. The process for overseas trained registrars takes up to 28 days because this group of practitioners need both an approved placement and a Section 19AB exemption to access Medicare benefits. Section 19AB exemptions are granted by the Minister for Health and Ageing (through her delegates in the Department of Health and Ageing, Canberra) and cannot be backdated.

To ensure there are no issues with your registrars' access to Medicare benefits, please submit all forms to Medicare/GPET at least 6 weeks in advance. **The registrar must always check that they have been allocated a provider number with access to Medicare benefits before seeing patients.**

(a)

[http://www.medicareaustralia.gov.au/provider/business/files/ma\\_0266\\_app\\_for\\_initial\\_medicare\\_provider\\_number\\_general\\_practitioner.pdf](http://www.medicareaustralia.gov.au/provider/business/files/ma_0266_app_for_initial_medicare_provider_number_general_practitioner.pdf)

(b)

[http://www.medicareaustralia.gov.au/provider/incentives/files/ma\\_1413\\_app\\_for\\_additional\\_location\\_medicare\\_provider\\_registration\\_number.pdf](http://www.medicareaustralia.gov.au/provider/incentives/files/ma_1413_app_for_additional_location_medicare_provider_registration_number.pdf)

(c) <http://www.agpt.com.au/Registrars/GeneralInformation/> see "Application for a General Practice Registrar placement" under "Application Forms"

I hope this clarifies the process, if you have any questions, please contact Danny Mamic or myself or email [HICforms@GPET.com.au](mailto:HICforms@GPET.com.au).

Placements on the old form will still be accepted for Semester 2, 2009 if they have already been submitted/filled in prior to this email being sent.

This email has been sent to RTP CEOs and IRIS administrators. Please forward to all relevant staff, registrars and supervisors.

Kind Regards

**Rebecca Nolan**

Manager - Program Analysis & Workforce  
General Practice Education and Training Limited

Ph: +61 (0)2 6263 6755

Fax: +61 (0)2 6263 6745

GPO Box 2914  
CANBERRA ACT 2601  
Australia

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