

CLAIMING WORKSHEET

To receive your PPI DAA payment:

- ✓ Meet the DAA Programme requirements and QCPP accreditation requirements in accordance with the [PPI Programme Specific Guidelines](#) available at www.6cpa.com.au
- ✓ Use the table below that corresponds with the correct Eligible Claiming Period that you are claiming for to calculate the **total number** of DAA Patients that received a DAA service each week of the Eligible Claiming Period.
- ✓ Log into the 6CPA Registration and Claiming Portal via www.6cpa.com.au using your unique username and password and click on the **NEW CLAIM** tab.
- ✓ Select **PPI CI & DAA** in the 'Apply under Claims Programme' section and enter the **total number** of eligible DAA patients in the DAA box provided, as calculated in the table used below.



Please Note:

PPI claims can only be submitted during the 'Claim Due Date Periods' detailed in the tables below and **NO** documentation is required to be uploaded when submitting a PPI claim.

Calculate the total number of eligible DAA patients to be claimed by:

- Totalling the number of eligible DAA patients recorded in your DAA Packing Log who received a DAA service during each week of the Eligible Claiming Period; and
- Adding the weekly totals together for the eligible Claiming Period.

This will give you the **total number** to be entered in your claim.

The tables below can assist you with calculating the total number of eligible DAA patients for each Eligible Claiming Period.

Note: each Eligible Claiming Period may have a different number of weeks and start and finish on different days of the week.

Eligible Claiming Period: 1 October to 31 December (approx. 13 weeks)													Claim Due Date Period: 1 - 14 January					
Week	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	Total No.
DAA Patients	10	15	12	10	10	9	8	9	10	10	12	10	10					135

Eligible Claiming Period: 1 October to 31 December (approx. 13 weeks)													Claim Due Date Period: 1 - 14 January					
Week	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	Total No.
DAA Patients																		

Eligible Claiming Period: 1 January to 31 March (approx. 13 weeks)													Claim Due Date Period: 1 - 14 April					
Week	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	Total No.
DAA Patients																		

Eligible Claiming Period: 1 April to 31 May (approx. 9 weeks)										Claim Due Date Period: 1 - 14 June								
Week	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	Total No.
DAA Patients																		

Eligible Claiming Period: 1 June to 30 September (approx. 17 weeks)													Claim Due Date Period: 1 - 14 October					
Week	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	Total No.
DAA Patients																		

For general enquiries contact: support@6cpa.com.au or phone: 1300 555 262

For further information visit: www.6cpa.com.au