
MedsCheck and Diabetes MedsCheck - 1 February 2018 Claim and Reporting Requirements

From 1 February 2018, community pharmacies participating in the 6CPA MedsCheck/Diabetes MedsCheck program will be required to lodge information and data in order to complete their claim, including:

1. **Claim Lodgement Information** to substantiate the claim for every MedsCheck/Diabetes MedsCheck patient for which the pharmacy is claiming.
2. **Health Outcome Information** to collect information to assist with the assessment of the effectiveness of the program.

It is likely that pharmacies will be seeking support from their software provider to streamline the process as much as possible. The information below is to inform pharmacy software vendors about the 6CPA MedsCheck and Diabetes MedsCheck Program Claiming and Reporting requirements to assist in implementing any changes to your system to support your clientele.

Pharmacy Registration

Pharmacy details are provided when a pharmacy registers to participate in the 6CPA MedsCheck/Diabetes MedsCheck Program including the Section 90 Approval Number and the Pharmacy Accreditation ID. Any changes are updated when a pharmacy logs into the 6CPA Registration and Claiming Portal. This information does not need to be re-submitted with every claim.

Patient Eligibility and Patient Consent

Patient eligibility criteria is listed under section 3.2 of the 6CPA MedsCheck/Diabetes MedsCheck Program Rules available at www.6cpa.com.au. Pharmacists must also collect appropriate written consent using the forms available and they will be required to indicate that consent has been obtained when they submit claims for MedsChecks and Diabetes MedsChecks.

Pharmacies must be able to readily identify the patients for which they are claiming and/or submitting data for, and to check the patients meet the requirements under section 7.5 (Supporting Documentation) of the program rules. Software vendors may consider inclusion of an indication within their system for (a) a pharmacy to confirm a patient's eligibility status for the 6CPA MedsCheck/Diabetes MedsCheck program, (b) how the patient meets the eligibility criteria as listed in the Program Rules and (c) that the pharmacy has obtained patient consent for the provision of the MedsCheck/Diabetes MedsCheck service and the collection and use of Health Outcome Information.

Frequency of Service and Service Caps

One service can be conducted per eligible patient per 12 months. The patient must not have received a HMR or RMMR in the preceding 12 months.

If a patient receives a HMR or RMMR service in the 12 months following a MedsCheck or a Diabetes MedsCheck, they are not eligible to receive follow up services under this program.

Each approved Service Provider may claim up to a total of twenty MedsCheck or Diabetes MedsCheck services per calendar month.

MedsCheck and Diabetes MedsCheck Data Requirements

1. Claim lodgement information – for every eligible patient for which a claim is lodged

From 1 February 2018, the following information must be provided to the 6CPA Administrator for **every eligible patient** for which a claim is lodged for payment under the Program for provision of a MedsCheck/Diabetes MedsCheck service:

- a. **Section 90 Number** – collected as part of the pharmacy's registration to participate in the 6CPA MedsCheck/Diabetes MedsCheck Program. Does not need to be included in the claim submission.
- b. **Pharmacy accreditation ID** – collected as part of the pharmacy's registration to participate in the 6CPA MedsCheck/Diabetes MedsCheck Program. Does not need to be included in the claim submission.
- c. **What type of service is being claimed** – Response options include (only one option required):
 - MedsCheck service
 - Diabetes MedsCheck service
- d. **Patient's Medicare/DVA card number** - the DVA card number or full patient Medicare card number, inclusive of the patient reference number – 12 digits in total; no spaces, hyphens or slashes.
- e. **Patient's details** – separate columns for recording:
 - First name (free text)
 - Family name (free text)
 - Date of birth - The patient's date of birth in a simple DD/MM/YYYY format
- f. **Full details of the Registered Pharmacist undertaking the service** – separate columns for recording:
 - AHPRA Registration Number – free text box for recording 13 characters, must be in PHA##### format
 - First Name (free text)
 - Family Name (free text)
- g. **Date of service** – date of consultation for either MedsCheck/Diabetes MedsCheck in DD/MM/YYYY format.
- h. **Confirmation of written consent for service provision** – Yes or No answer.
- i. **A declaration by the claiming Service Provider that the patient satisfies the eligibility criteria of the program rules** – collected as part of the pharmacy's claims submission page for all patients for which a claim is being made. Not required to be in the claim submission form.

Claims are submitted monthly via the 6CPA Registration and Claiming Portal and must be received by the end of the next calendar month (e.g. claims for February services must be received by 31 March).

Pharmacies must retain supporting records and documentation for 7 years.

2. Health Outcomes information – for patients enrolled in the MedsCheck or Diabetes MedsCheck Program

From 1 February 2018, participating pharmacies will collect and provide to the 6CPA Administrator health outcomes information as part of the MedsCheck/Diabetes MedsCheck service and the 6 month follow up

consultation. This information is collected to monitor the Program's delivery of health outcomes for patients.

A smart form is being built into the 6CPA Registration and Claiming Portal to streamline the collection and reporting of Health Outcome Information for the 6CPA MedsCheck and Diabetes MedsCheck Program. This smart form will be separate to the claim form for the provision of a MedsCheck/Diabetes MedsCheck service.

Vendors may wish to capture information to assist pharmacists with their reporting. In particular, a medication profile is required for the patient as part of both the Patient Registration Data and the 6 month follow up consultation. Pharmacists will likely wish to make use of a medication profile function within their software system that can be uploaded when submitting their Health Outcome Information.

For the 6CPA MedsCheck/Diabetes MedsCheck Program, where a medication profile is required, it must contain as a minimum the following criteria for all medicines the patient is routinely using, both prescription and non-prescription medicines and inclusive of long-term 'as needed' medicines:

Patient's Medicare/DVA number – numerical value up to 12 digits (inclusive of the patient reference number on a Medicare card) – as per Claim Lodgement Information. No spaces, hyphens or slashes.

Brand Name – The name given to the medicine by the manufacturer.

Generic Name – The name of the active ingredient/s.

Form – A term for the physical characteristics of a medicine, e.g. tablet or capsule.

Strength – The amount of active ingredient/s in each dosage unit.

Dose – The individual prescribed quantity of medicine to be administered at one time.

Dosing Regimen – The schedule of doses of a therapeutic agent per unit of time, e.g. every second day, t.i.d., weekly, etc.

These fields should all be free text due to the wide variety of possible answers. Please note that all free text fields should include no more than 100 characters.

The Medication Profile can be submitted as an attachment as an .xls, .xlsx or .csv format.

More Information

The 6CPA MedsCheck/Diabetes MedsCheck Program Rules are available online from www.6cpa.com.au.

Technical enquiries about the program can be directed to support@6cpa.com.au.