Online Medicare claiming

Bp VIP.net ruby SP1

Sending bulk billed batches using Medicare Online

Sending Batches
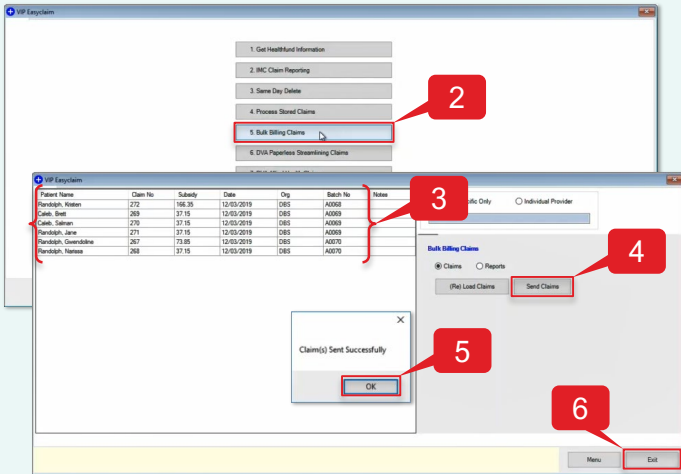
To send a bulk billed batch via Medicare Online from the *Appointment Book*:

1. **Click** [medicare online claiming] icon from the task bar.
2. **Click** '5. Bulk Billing Claims' for Medicare batching.

   Note: Use '6. DVA Paperless Streamlining Claims' for sending DVA batches.
3. **Review** batches to be sent (e.g., A0068, A0069 and A0070).
4. **Click** 'Send Claims'.
5. **Click** 'OK'.
6. **Click** 'Exit'.

Sending batches for DVA bulk billing with an Assistance Item

Sending Batches - DVA w/Assistance Item

Note: The system will automatically create and send the batch at the time of billing.

To send a bulk billed batch for a surgical procedure with an assistance item via DVA from the *Appointment Book*:

1. **Select** the Patient you want to bill.
2. **Click** 'Consultation' icon from the task bar or **press** 'F5'.
3. **Click** in 'Subsidiser' field and **select** 'DVA Hospital'.
4. **Enter** the 'Code' for the procedure item(s) (e.g., 42710).
5. **Enter** the 'Code' for the assistance item (e.g., 51303).
6. **Click** '>' for the assistance item .
7. **Select** the 'Assisting Provider' (e.g., Demden, Oprah), then **press** 'Tab' to load the Provider number in the *Service Text* field (i).
8. **Click** 'OK'.
9. **Tick** 'In-Patient (J)' checkbox.
10. **Select** 'Hospital' (e.g., JDS, Junction Day Surgery).
11. **Tick** 'VIP Easyclaim Authorised' checkbox.
12. **Click** 'Easyclaim (3)' icon.
13. **Click** 'OK' (repeat for each item sent).
14. **Click** 'OK'.
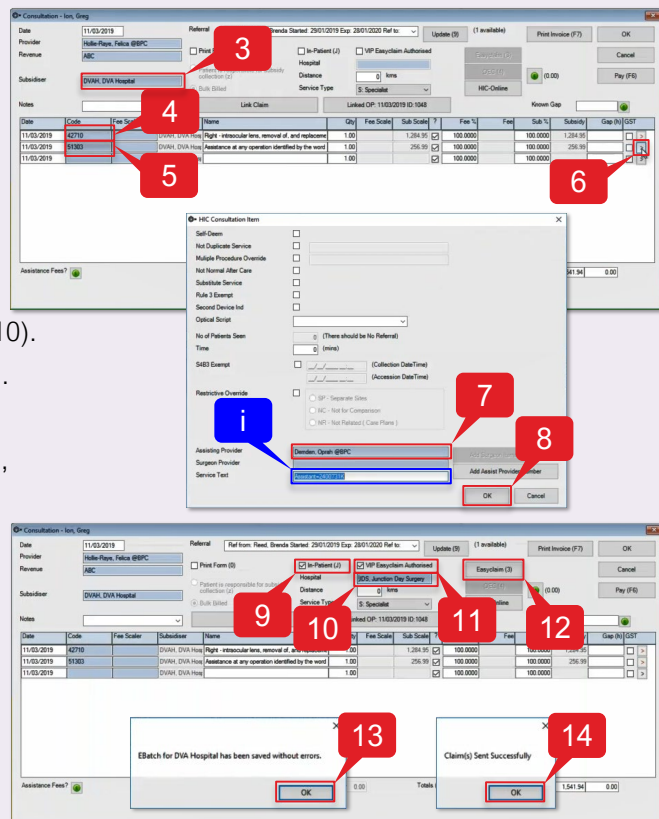
Contact our Software Support Team on 1300 40 1111 (AU), or 0800 40 1111 (NZ) www.bpsoftware.net
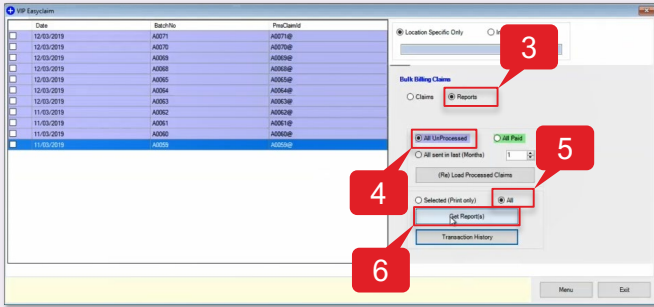
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Online Medicare claiming

Bulk Bill Reports

Bulk Bill Process Report

To run the *Bulk Payment Process Report* and process sent Medicare batches:

1. **Click** medicare online claiming icon from the task bar.

2. **Click** '5. Bulk Billing Claims' for Medicare reporting.

   Note: Use '6. DVA Paperless Streamlining Claims' for DVA batch reporting.

3. **Click** 'Reports' radio button.

4. **Click** 'All UnProcessed' radio button.

5. **Click** 'All' radio button.

6. **Click** 'Get Report(s)' to reconcile processed Medicare or DVA claim batches.

Bulk Bill Process Report – Explanation Codes

Scenario 1 – Report not available (Status: 2023)

The report is not available for this batch item because it has not been processed by Medicare yet (**Note:** Batches can take 2-3 days to be processed).

Scenario 3 – Medicare rate increase (255)

A benefit rate increase hasn't been updated in Bp VIP.net and Medicare has paid the *Service Benefit Amount* paid at the new (higher) rate.

Scenario 2 – Claim declined (141)

In this example the claim has been declined because a provider who is a GP has been billed for a specialist consultation item (00105). The claim can be resubmitted once the provider has been changed.

Scenario 4 – Combined items (642, 643)

The *Service Benefit Amount* for the Telehealth consultation (00099) appears as 0.00 because the benefit amount paid has been added to the Consultation item (00104) on the statement. **Note:** Benefit amount paid includes Medicare rate increase.

Payment Report

Bulk Bill Payment Report

When you close the *Bulk Bill Process Report*, the *Bulk Bill Payment Report* will automatically come up. This provides a summary of the batches paid and can be used to compare the *Claim Charge Amount* with the *Claim Benefit Paid.*

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