



## Application for an initial Medicare provider number for a medical practitioner

### Important information

This application is to be used when applying for a Medicare provider number for the first time. Your application and supporting documentation should be sent to Medicare Australia prior to your proposed commencement date.

You should send the form to Medicare Australia between one and three months prior to your start date if you:

- are an overseas trained doctor
- trained in Australia but were not an Australian citizen
- were a permanent resident when you enrolled in medical school and were first registered in Australia on or after 1 January 1997.

You must have current registration in the State or Territory in which you intend to practise.

You should not commence billing until Medicare Australia has advised you of your provider number and Medicare eligibility.

**This application will be returned if all relevant documentation and information is not supplied.**

Please print clearly and complete all relevant sections.

### Additional documents

You may need to send additional documents with your application. Check the application form and Additional documents section.

### Assistance

If you need assistance completing this form call **132 150** (call charges may apply) between 8.30 am and 5.00 pm, Monday to Friday or for more information about an initial Medicare provider number for a medical practitioner go to **[www.medicareaustralia.gov.au](http://www.medicareaustralia.gov.au) > For health professionals > Forms, publications and statistics > Medicare forms > Apply for provider number**

### Lodgement

Send the completed form to:

**Medicare Australia  
Provider Eligibility Section  
GPO Box 9822**

in your capital city

or fax to:

NSW	<b>02 9895 3439</b>	NT	<b>08 8922 6322</b>
ACT	<b>02 9895 3439</b>	SA	<b>08 8274 9307</b>
VIC	<b>03 9605 7984</b>	WA	<b>08 9214 8201</b>
QLD	<b>07 3004 5634</b>	TAS	<b>03 6215 5700</b>

### Access to Medicare benefits

A provider number uniquely identifies the medical practitioner and the location from which a service is rendered.

You cannot transfer a provider number for one address to another address as this has an adverse impact on Medicare claims and prescriptions issued from the previous address.

For Medicare claiming purposes, the Health Insurance Regulations provide that a valid account or receipt must contain the medical practitioner's name and either:

- the address of the place of practice from which the service was provided; or
- the provider number for the place of practice where the service was provided.

Payment of claims could be delayed or disallowed where it is not possible from account details to identify the service as one which qualifies for Medicare benefits, or that the person who provided the service is a registered medical practitioner at the place of practice.

Claims for Medicare benefits should only be made while working in a private capacity and where no other government funding is received for these services.

We will advise you of your provider number for the location.

Do not presume that the allocation of a provider number means Medicare benefits are payable for services you provide. Some Medicare provider numbers will only be valid for referring or requesting services for your patients.

### Sections 19AA and 19AB

Eligibility to access Medicare benefits is determined by the *Health Insurance Act 1973* and related Regulations. In particular, the requirements of sections 19AA and 19AB of the *Health Insurance Act 1973* must be satisfied before access to Medicare benefits can be granted. The *Health Insurance Act 1973* can be found at **[www.comlaw.gov.au](http://www.comlaw.gov.au)** More information can be found on the Department of Health and Ageing's website at **[www.health.gov.au](http://www.health.gov.au)**

Other organisations such as the Department of Health and Ageing, Rural Workforce Agencies, General Practice Education and Training Limited, specialist medical colleges, Royal Australian College of General Practitioners and Australian College of Rural and Remote Medicine may be involved in approving your access to Medicare benefits.

Medical practitioners with time and location specific Medicare eligibility should take note of the expiry dates as Medicare Australia **does not send reminder notices**. You can access your record through HPOS (Health Professional Online Services) on Medicare Australia's website.

## Australian citizen or permanent resident – Section 19AA of the *Health Insurance Act 1973*

From 1 November 1996 all Australian medical graduates and overseas trained doctors who are or who become Australian citizens or permanent residents must obtain a recognised post-graduate qualification or be undertaking an approved program placement and registered in that program by Medicare Australia under Section 3GA of the *Health Insurance Act 1973* before they can provide a service that attracts a Medicare benefit.

Obtaining a recognised post-graduate qualification means that Medicare Australia has recognised you as a:

- specialist, or
- consultant physician, or
- general practitioner (defined in the *Health Insurance Act 1973* as a medical practitioner who is a Fellow of either the Royal Australian College of General Practitioners or the Australian College of Rural and Remote Medicine or included on the Vocational Register).

Information about recognition as a specialist, consultant physician or general practitioner is available on our website.

If you are an overseas trained doctor or former overseas medical student you may also need a Section 19AB exemption (refer to Section 19AB information on this sheet) in addition to being in an approved program placement, to attract Medicare benefits.

### Approved 3GA programs

If you are in an approved program under Section 3GA of the *Health Insurance Act 1973* you must complete an application form for a provider number for the location at which your placement has been approved.

The relevant organisation must also advise Medicare Australia of your approved placement.

Medicare Australia cannot register an approved 3GA program placement from a date earlier than the date the placement advice is received.

Approved programs and the organisations that can approve a placement are:

- General practice training placements – General Practice Education and Training limited
- Approved Medical Deputising Service<sup>†</sup> – Department of Health and Ageing
- Temporary Resident Other Medical Practitioner Program<sup>†</sup> – Department of Health and Ageing
- Approved Private Emergency Department Program<sup>†</sup> – Department of Health and Ageing
- Australasian College of Sports Physicians Training Program – Australasian College of Sports Physicians
- Queensland Country Relieving Program – Queensland Department of Health
- Metropolitan Workforce Support Program<sup>†</sup> – Department of Health and Ageing
- Special Approved Placements Program<sup>†</sup> – Department of Health and Ageing
- Pre-Vocational General Practice Placements Program – Royal Australian College of General Practitioners and the Australian College of Rural and Remote Medicine
- Approved Placements for Sports Physicians Program<sup>†</sup> – Department of Health and Ageing
- Specialist College Trainee program – relevant Australian Specialist Colleges

- Remote Vocational Training Scheme – Remote Vocational Training Scheme Limited

<sup>†</sup> Enquiries about these programs can be made by sending an email to the Department of Health and Ageing at [19AA@health.gov.au](mailto:19AA@health.gov.au)

- Rural Locum Relief Program – Rural Workforce Agencies in each State and Territory
- For enquiries about Rural Locum Relief please call:
  - NSW Rural Doctors Network **02 4924 8060**
  - Rural Workforce Agency Victoria **03 9349 7800**
  - Health Workforce Queensland **07 3105 7800**
  - Rural Doctors Workforce Agency South Australia **08 8234 8277**
  - Western Australian Centre for Remote and Rural Medicine **08 6488 8700**
  - General Practice Workforce Tasmania **03 6334 2355**
  - General Practice and Primary Healthcare NT **08 8982 1050**
- General practice training placements – General Practice Education and Training Limited

## Overseas trained doctors and former overseas medical students Section 19AB of the *Health Insurance Act 1973*

If you are an overseas trained doctor or a former overseas medical student and you were first registered with an Australian medical registration board on or after 1 January 1997 then you are not able to attract Medicare benefits for your services for a minimum period of ten years.

If you applied to the Australian Medical Council (AMC) before 1 January 1997 and you were eligible to sit the exam then you may not be subject to the restrictions in Section 19AB. You must supply Medicare Australia with a copy of the AMC letter acknowledging receipt of your application and eligibility to sit the exam.

An overseas trained doctor is a medical practitioner whose primary medical qualification was not obtained from an Australian medical school located in Australia.

A former overseas medical student is a medical practitioner whose primary medical qualification was obtained from a medical school located in Australia and who was not an Australian permanent resident or citizen when he or she first enrolled in a medical school in Australia.

Medicare benefits will be payable for services you provide if you have a Section 19AB exemption approved by the Minister for Health and Ageing through delegates in the Department of Health and Ageing.

Section 19AB exemptions are time and location specific, cannot be backdated and take effect from the date specified. The Department of Health and Ageing will notify you of the approved 19AB exemption dates and location(s). You should take note of the expiry dates as Medicare Australia and the Department of Health and Ageing **do not send reminder notices**.

If you have a Section 19AB exemption and are a temporary resident then your exemption allows you to satisfy the requirements of Section 19AA (see page 1).

If you become an Australian permanent resident or citizen then you will need a Section 19AB exemption and the requirements of Section 19AA become mandatory. This means you must be recognised by Medicare Australia as a specialist, consultant physician or general practitioner, or be in an approved program placement before you can attract Medicare benefits for your services.

Additional information about Section 19AB can be found on the Department of Health and Ageing's website [www.health.gov.au](http://www.health.gov.au) or by emailing the Department of Health and Ageing at [19AB@health.gov.au](mailto:19AB@health.gov.au)

### **New Zealand citizens**

If you are a New Zealand citizen you are considered to be a temporary resident under the *Migration Act 1958*. A medical practitioner whose primary medical qualification is from a medical school located in New Zealand is considered to be an overseas trained doctor.

### **Remote area exemption for diagnostic radiology services**

If you are working in a remote area where you have to provide a diagnostic radiology service which would normally be provided by a specialist radiologist you may apply for an exemption from the referral requirements associated with 'R' type diagnostic imaging services.

A separate application form is available on our website.

### **Recognition as a general practitioner**

You must be recognised by Medicare Australia as a general practitioner to access the general practitioner items in the Medicare Benefits Schedule. Further information and an application form are available on our website.

### **Recognition as a specialist or consultant physician**

You must be recognised by Medicare Australia as a specialist or consultant physician to access the specialist or consultant physician items in the Medicare Benefits Schedule.

Further information and an application form are available on our website.

If you are recognised as a specialist or consultant physician and this recognition is time limited please take note of the expiry date as you will need to complete a new application for recognition.

### **Approved pathology practitioner**

A pathology service will not attract a Medicare benefit unless that service is provided by, or on behalf of, an approved pathology practitioner (APP). If you have any questions about Medicare pathology arrangements please call Medicare Australia's Pathology section on **02 6124 6839** or **02 6124 6356**.

### **Personal contact details**

Please keep your details up to date to ensure important Medicare Australia information reaches you.

You can update your contact details through HPOS (Health Professional Online Services) on Medicare Australia's website.

### **Online Claiming**

If the practice claims online, you must complete sections 17, 18 and 20 on the form. For more information you or the practice can call Medicare Australia's eBusiness Service Centre on **1800 700 199**.

### **Electronic Funds Transfer payments**

Your Medicare and DVA payments can be paid into a nominated bank account (either practice or personal account) by completing Section 20.

### **Online patient claiming**

Where services rendered by you attract a Medicare benefit you can use one of Medicare Australia's electronic Medicare claiming options. Electronic Medicare claiming provides a better service for you or your patients with faster lodgement times for Medicare claims, together with faster payment times when Medicare benefits are paid via Electronic Funds Transfer directly into a nominated bank account.

For more information about electronic claiming call **1800 700 199** to talk to one of our Business Development Officers.

### **Practice Incentives Program**

If you are currently participating in the Practice Incentives Program or if the new location for which you are requesting a provider number participates in the Practice Incentives program please call **1800 222 032** to ensure that your provider number is linked to the practice.

### **Medicare Benefits Schedule (MBS)**

The Department of Health and Ageing is responsible for the Medicare Benefits Schedule which lists the services and unique item numbers for which a Medicare benefit is payable. The Medicare Benefits Schedule is available on the Department of Health and Ageing's website at [www.health.gov.au/mbsonline](http://www.health.gov.au/mbsonline)

### **Medicare Australia online education services**

Medicare Australia encourages all new health professionals and health professionals commencing or returning to private practice to complete Medicare and PBS eLearning when registering for a new provider or prescriber number. This service will help you understand your obligations under the Medicare and Pharmaceutical Benefits Schemes.

eLearning is interactive, easy to use and modules can be completed in short sessions (5–25 minutes).

Visit [www.medicareaustralia.gov.au/education](http://www.medicareaustralia.gov.au/education) and start your Medicare and PBS eLearning today.

### **Use of information by the Department of Veterans' Affairs**

The information provided to Medicare Australia on this form and obtained from other organisations, may be used by the Department of Veterans' Affairs to determine your eligibility to receive benefits for health services rendered under the *Veterans' Entitlement Act 1986*.

## Additional documents

### 1 If you are an Australian trained doctor who:

- was a temporary resident (including a New Zealand citizen) on 1 November 1996

or

- had not completed your internship or period of supervised training on 1 November 1996

or

- was first registered with an Australian State or Territory medical board on or after 1 November 1996

and

- Medicare Australia has **not** advised you in writing that you are:
  - recognised as a Fellow of the Royal Australian College of General Practitioners
  - recognised as a Fellow of the Australian College of Rural and Remote Medicine
  - included on the Vocational Register
  - recognised as a specialist or consultant physician for Medicare purposes

then you need an approved program placement. The approving body must send the approved placement to Medicare Australia direct. Refer to the information under Approved Program Placements for more details.

### 2 If you are

- an overseas trained doctor (primary medical qualification obtained overseas)

or

- former overseas medical student (primary qualification obtained in Australia and a temporary resident when first enrolled in medical school in Australia)

and

- were first registered with an Australian State or Territory medical board on or after 1 January 1997

then you need a Section 19AB exemption from the Department of Health and Ageing, which we will apply for on your behalf when you have provided the following documents:

#### a) if you are a temporary resident (including New Zealand citizen)

- passport – a copy of the personal details page
- visa – a copy of your current visa showing that you have permission to work as a medical practitioner or to study medicine in clinical training positions
- evidence of your current medical registration for the State or Territory in which the location is situated. The document must show your name, the period of registration and any conditions attached to the registration (eg limited to specific locations, to work under supervision, area of need)
- letter of confirmation from your employer. Supporting letters must confirm the term and location of your employment, reason why you require a Medicare provider number and explain attempts to recruit Australian doctors. Letters from employers of locums should confirm that locum or deputising work is in districts of recognised workforce shortage

- copy of your employment contract – if working in a public hospital.

#### b) if you are an Australian citizen or permanent resident

- passport – a copy of the personal details page
- visa – a copy of your permanent resident visa or Australian citizenship (this documentation is required by the Department of Health and Ageing for each application for a Section 19AB exemption)
- evidence of your current medical registration for the state or territory in which the location is situated. The document must show your name, the period of registration and any conditions attached to the registration (for example, limited to specific locations)
- letter of confirmation from your employer. Supporting letters must confirm the term and location of your employment, reason why you require a Medicare provider number and explain attempts to recruit Australian trained doctors. Letters from employers of locums should confirm that locum or deputising work is in districts of recognised workforce shortage
- copy of your employment contract – if working in a public hospital

and

- Medicare Australia has **not** advised you in writing that you are:
  - recognised as a Fellow of the Royal Australian College of General Practitioners
  - recognised as a Fellow of the Australian College of Rural and Remote Medicine
  - included on the Vocational Register
  - recognised as a specialist or consultant physician for Medicare purposes

then you also need an approved program placement.

The approving body must send the approved placement to Medicare Australia direct. Refer to the information under Approved Program Placements for more details.

#### c) If you are an overseas trained doctor working in Australia under an academic appointment with one of the following medical schools

- Australian National University
- Flinders University of South Australia
- James Cook University Medical School – Townsville
- Monash University
- University of Adelaide
- University of Melbourne
- University of New South Wales
- University of Newcastle
- University of Queensland
- University of South Australia
- University of Sydney
- University of Tasmania
- University of Western Australia
- Bond University

- Griffith University
- University of Notre Dame Australia (Fremantle campus)
- University of Notre Dame Australia (Sydney campus)
- University of Western Sydney
- University of Wollongong

then you must provide:

- documentation from the university to confirm that the new location(s) is part of your academic appointment
- passport – a copy of the personal details page
- visa – a copy of your current visa
- medical registration – copy of your current medical registration for the State or Territory in which the location is situated.

† If the new location is outside your academic appointment then you must supply the documentation in 2(a) or 2(b) for an overseas trained doctor according to your residency status.

**d) if you are a temporary resident wanting to access Medicare benefits for assisting at operations only, then you must provide the following documents:**

- passport – a copy of the personal details page
- visa† – a copy of your current visa
- letter of confirmation from your employer or copy of your employment contract.

† If you do not have an occupational trainee visa then you must provide the following additional documents:

- endorsement from relevant medical college
- letter of support from the hospital or practice
- training schedule

**e) if you are a permanent resident or Australian citizen wanting to access Medicare benefits for assisting at operations only, then you must provide the following documents:**

- passport – a copy of the personal details page
- visa – a copy of your permanent resident visa or Australian citizenship certificate
- letter of confirmation from your employer or copy of your employment contract.

### 3 Change in residency status

If you have changed your residency status since you last applied for a provider number, you must provide a copy of your current residency documents or Australian citizenship certificate.

**4 If you do not fall into one of the categories above then you may not need to supply any additional documentation.**

A Medicare Australia staff member will contact you if documents are needed.

## Approved Program Placements

Approved programs and the organisations that can approve a placement are:

- Rural Locum Relief Program – Rural Workforce Agencies in each State and Territory
- General practice training placements – General Practice Education and Training Limited
- Approved Medical Deputising Service‡ – Department of Health and Ageing
- Temporary Resident Other Medical Practitioner Program‡ – Department of Health and Ageing
- Approved Private Emergency Department Program‡ – Department of Health and Ageing
- Australasian College of Sports Physicians Training Program – Australasian College of Sports Physicians
- Queensland Country Relieving Program – Queensland Department of Health
- Metropolitan Workforce Support Program‡ – Department of Health and Ageing
- Special Approved Placements Program‡ – Department of Health and Ageing
- Pre-Vocational General Practice Placements Program – Royal Australian College of General Practitioners and the Australian College of Rural and Remote Medicine
- Approved Placements for Sports Physicians Program‡ – Department of Health and Ageing
- Specialist College Trainee program – relevant Australian Specialist Colleges
- Remote Vocational Training Scheme – Remote Vocational Training Scheme Limited

‡ Enquiries about these programs can be made by sending an email to the Department of Health and Ageing at [19AA@health.gov.au](mailto:19AA@health.gov.au)

## Applications for recognition as a specialist, consultant physician or general practitioner

There are separate applications available on our website which must be completed if you want to be recognised as a:

- specialist or consultant physician, or
- general practitioner, that is:
  - recognised as a Fellow of the Royal Australian College of General Practitioners, or
  - recognised as a Fellow of the Australian College of Rural and Remote Medicine, or
  - vocationally registered

If you are already recognised as a specialist or consultant physician for Medicare purposes and this recognition is time limited then you will also need to complete a new application for recognition.



## Application for an initial Medicare provider number for a medical practitioner

### Personal details

A provider number will be issued in the name in which you are registered with the medical board.

Dr  Mr  Mrs  Miss  Ms  Other

**1** Family name

First given name

Other given name(s)

**2** Date of birth

 /  / 

### Personal contact details

**3** Postal address

  


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 Postcode

**4** Daytime phone number

 ( ) 

Mobile phone number

Fax number

 ( ) 

Email

  


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 @

Pager number

Do you want these details recorded as your preferred contact details?

No

Yes

**5** Your sex

Male

Female

### Registration details



Attach a copy of your current medical registration certificate.

**6** State or territory

Registration number

If this application is for more than one state or territory:

State or territory

Registration number

You cannot be allocated a provider number unless you have medical board registration in the state or territory in which you intend to practise.

### Qualifications

**7** Primary medical qualification

Country obtained

Medical school

Year obtained

If you obtained your primary medical qualification outside Australia, **Go to 11**

**8** Have you signed a Medical Rural Bonded Scholarship Scheme contract with the Department of Health and Ageing?

No

Yes  **Go to 13** (501 office use only).

**9** Have you signed a Bonded Medical Places Scheme agreement with the Department of Health and Ageing?

No

Yes  **Go to 13** (507 office use only).

**10** What was your residency status when you enrolled in medical school in Australia?

Australian citizen or permanent resident

**Go to 13**

Temporary resident

**Go to 12**

**11** Did you lodge an application and were deemed eligible to sit the Australian Medical Council exams before 1 January 1997?

No

Yes

### Residency Status

**12** Are you currently a temporary resident (this includes New Zealand citizens)?

No

Yes

### Required location

**13** From

to  (if known)

**14** Which one of the following do you want to do at this location:

refer and request only (e.g. hospital interns)

No

Yes

or

refer, request and provide Medicare rebateable services

No

Yes

or

refer, request and assist at operations only

No

Yes

**15** Are you in an approved placement (refer to Approved 3GA programs under Important information)?

No

Yes

Before your application can be finalised, the organisation authorised to approve your placement must complete and sign an approved placement form and send it to Medicare Australia.

The required location is the physical address (not a post office box) from which you will render services. .

**16** Practice name or building

Property or Department

Suite

Unit

Shop

Number

Floor number

Practice Address

  

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Postcode

Daytime phone number

Fax number

Email

  

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Contact the practice to answer questions 17, 18, 19 and 20.

**17** Does this practice use Medicare Online?

No

Yes  what is the Practice Management Software Location ID?

**18** Does this practice use Medicare Easyclaim?

No

Yes  which financial institution supplies the EFTPOS device?

**19** Is this a government funded Aboriginal and Torres Strait Islander health service?

No

Yes

### Bank account details

Payment cannot be made into credit card, loan or mortgage accounts.

**20** Name of bank, building society or credit union

Branch where account is held

Branch number (BSB)

 - 

Account number (this may not be the card number)

Account held in the name(s)

If applying for more than one location, you must complete questions 13-20 for each location by attaching a separate sheet with details.

## Additional information to be completed

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### Prescriber number

You cannot be allocated a prescriber number unless your medical registration allows you to prescribe.

**21** Do you want a prescriber number for prescribing purposes under the Pharmaceutical Benefits Scheme (Section 88(1)) of the *National Health Act 1953*.

No

Yes

### Recognition

If recognition is required for access to Medicare as a general practitioner, specialist or consultant physician, you must also complete an additional form which is available on our website (refer to 'Additional documents').

**22** Have you applied for recognition as a:

Specialist or consultant physician

General practitioner

This information will be used if Medicare Australia needs to apply to the Department of Health and Ageing for a Section 19AB exemption on your behalf.

## Declaration

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**23** I declare that:

- the information in this form is correct.

Provider's full name

Provider's signature



Date

## Privacy note

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The information provided on this form will be used to assess your application for a provider number and to determine your eligibility to participate in the Medicare program in accordance with the *Health Insurance Act 1973*. This information will also be used to allocate a prescriber number that will enable you to participate in the Pharmaceutical Benefits Scheme under (Section 88(1)) of the *National Health Act 1953*.

This information may be disclosed to the Department of Health and Ageing, Department of Veterans' Affairs, private health funds and other approved organisations or as authorised or required by law. Medicare Australia may contact the Medical Board to verify your medical registration.