

MBS (Medicare Scheduled Fees) Import

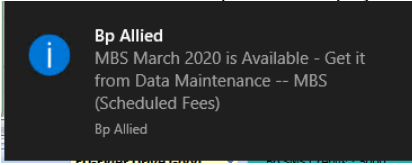
In order for Bp Allied to process Medicare transactions for the correct amount we require a list of MBS (Scheduled Fees) to be imported and updated from time to time.

Before you start:

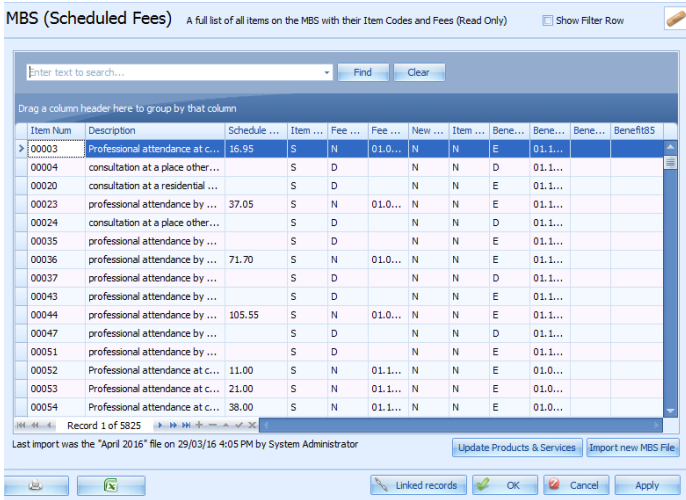
The MBS file is located on our server and not the Medicare server. We receive notification from Medicare when the list has changes. We will update the list on our server on the effective date, at which time a notification will appear that the latest file is available for download. You can't download the file directly.

To import and/or update the MBS list:

1: Notification of a new update will display when opening Bp Allied in the bottom right corner.



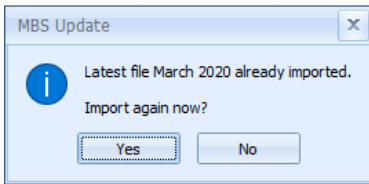
2: Go to Data Maintenance > MBS (Scheduled Fees) > Click Import new MBS File
This will check for the latest file on our server and import this within the Bp Allied Database. The date and time along with the name of the last file imported is shown at the bottom of the screen.



2: Click Update Products & Services to update the Scheduled Fee and/or Benefit listed within Products and Services. When this is clicked Bp Allied will check for matching item codes within Products and Services and insert the correct MBS Scheduled Fee and/or MBS Benefit (85%).

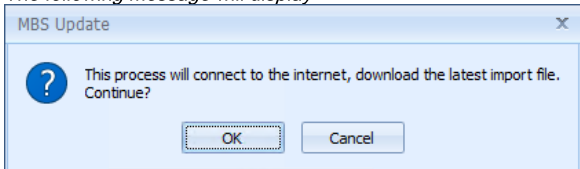
Importing a second (or subsequent) time in a month

If an import has already been done this month, then you may get the following notification, when trying to import a second time.



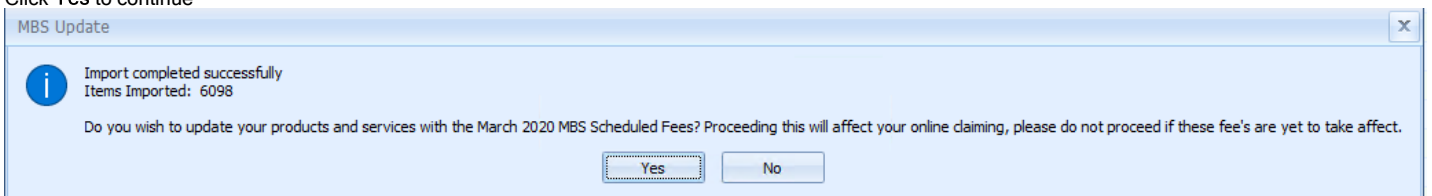
Click Yes to over-ride and update again

The following message will display



Click Yes to allow

3: Once the import has completed, it will confirm the update of the MBS Schedule fee and MBS Benefit fields in the Products and Services table
Click Yes to continue



Once updated the MBS details will be seen in the Product and Services screen as below:

Products and Services Products and Services for sale... Show Filter Row

Enter text to search... Find Clear

Cate...	Item Code	Item Description	Item Long Description	GST Applic...	Is Consultat... Type	Sell Price	Per Hour	Price Inc. GST	Ac...	MBS Schedule Fee	MBS Benefit (85%)
Click here to add a new row											
4-1000	81005	Extended Co...	Extended ...	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$150.00	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	73.15	62.20
4-1000	81000	Review Cons...	Standard ...	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$61.05	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	73.15	62.20
4-1000	80110	Medicare Tes...		<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$84.80	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	99.75	84.80
4-3000	645564	How to mop t...	By Mel Dobel	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$100.00	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		

Record 8 of 21

Linked records OK Cancel Apply

4: Any Bulk Bill items will need to have their Sell Price manually updated in Data Maintenance > Products & Services to match the MBS Benefit (85%) price.

If you add a new Product and Service into Bp Allied that has an MBS Item Code you will need to click Update Products & Services for the item to be assigned the correct Scheduled Fee and/or Benefit.