

Health Fund Certificates are required for:

1. Patients having “day procedures” who include an overnight stay (Type B)
2. Patients admitted for procedures that are not normally performed in hospital (Type C)

You may not have been aware of these certificates in the past; however, health funds require doctors to complete these otherwise we won't get paid. Recent health fund audits show that our existing approach was inadequate and at any one time we can have more than \$250,000 at stake. We are improving our processes to track these and will be communicating with you if you haven't completed them. We also are implementing a patient charge if patients are admitted to hospital in one of these situations, where there was no clinical rationale.

Please share this with your practice staff.

What are Type B and Type C certificates?

The Department of Health classifies 2 categories of day patient procedures:

1. **Type B:** normally a day-only procedure, e.g., colonoscopy. Not recognised as requiring an overnight stay.
2. **Type C:** normally performed without hospital admission, e.g., minor skin lesion excision. Not recognised as requiring hospital admission.

If patients fall outside this classification, i.e., if a Type B patient stays overnight or a Type C patient is admitted, a “Same Day Certification” (see attached forms) must be completed by the doctor, otherwise the Health Fund will refuse to pay the additional hospital costs, and **the patient will be charged.**

How do I know what procedures are Type B and Type C?

- As per the general description above, or
- For the full list of nearly 3000 Type B and C MBS items, please contact Suzanne Flannery, SAH Revenue Services Manager, on 0428 153 721 or Suzanne.Flannery@sah.org.au
- NB: if a type B or C procedure is performed in conjunction with a type A (overnight) procedure, then certification is not required.

What do I have to do?

Assess whether your patient has a VALID MEDICAL REASON for the additional hospital stay.

IF YES:

- A certificate template is attached. Print a few off so they are ready to fill out. They are also available in Theatres and the Day Procedure Centre.
- **Complete the certificate at the time of booking your patient and submit with the booking if you know in advance that they are Type B and will warrant an overnight stay, or Type C and will require admission. Only VALID MEDICAL REASONS are accepted (see below). Social reasons do not comply with the Department of Health legislation and patients will not be reimbursed by their Health Fund.**
- If your patient unexpectedly needs to stay overnight, complete a form in theatres or on the ward and place in the patient's file.
- If you are not sure whether a certificate is required, contact Suzanne Flannery, as above.

IF NO:

- Ask the patient if they would agree to pay the hospital's overnight accommodation fee of \$400 (which will be reimbursed to the patient if their Health Fund does pay) and indicate this on the booking form.
- Consider whether alternative overnight accommodation might be suitable for your patient e.g., Jacaranda Lodge at SAH (low-cost rooms for patients and relatives who do not require any care), or other local accommodation www.sah.org.au/regional-and-international-patients/

What are examples of valid medical reasons?

- **Type B (day patients who stay overnight):**
 - Colonoscopy patients who require supervised bowel prep the night before colonoscopy because of complicating medical conditions such as diabetes.
 - Day-only patients with complicating medical factors after their procedure, such as requiring IV fluids or IV analgesia overnight or for post-op bleeding.
- **Type C (procedures not normally treated in hospital but patient is admitted)**
 - patient with multiple comorbidities admitted for large volume paracentesis.
 - young child requiring a general anaesthetic for a minor procedure.

- Inability to tolerate procedure without sedation or general anaesthetic.
- Significant risk of haemorrhage.

What are examples of “unacceptable” reasons, for which the Health Funds will not pay:

- Social reasons, e.g., “no one at home”, “lives 2 hours away”, “patient preference is to stay overnight”.
- Doctor or hospital-related reasons, e.g., “theatre list ran late” or “lack of diathermy/sterile conditions in consulting rooms”.

The hospital currently has a substantial outstanding debt because certificates have not been signed, or the reason provided on the certificate has been deemed by the Health Fund to not comply with the Department of Health legislation. Your cooperation with completing the forms as expeditiously as possible will be greatly appreciated and will help minimise any extra costs for your patients.

We plan to make these forms digital to make them easier to complete – we will let you know as soon as that is available.