



Increasing Childhood Immunisation Coverage Rates in Your DIVISION

A guide for Division Staff

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Produced by Rachel Friebe
Immunisation Data Quality Officer
Eastern Metropolitan Region

Additional copies can be printed from www.gpdv.com.au

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PART 1

The GPII Scheme

Introduction

In 1996, the Federal Government established the Australian Childhood Immunisation Register (ACIR) in response to a rise in preventable childhood diseases. By collecting immunisation details of all children up to 7 years of age living in Australia, the ACIR can be used as a tool to identify low coverage areas, with the overall aim of increasing immunisation coverage rates. However, the accuracy of the ACIR is dependent on immunisation providers reporting this data.

The General Practice Immunisation Incentives (GPII) scheme was introduced in 1998 to improve coverage rates and ACIR reporting levels within practices. This scheme provides financial incentives to GPs who immunise children according to the National Immunisation Program (NIP). Vaccines on the NIP are free of charge to parents. See Table 1.

Table 1. The National Immunisation Program (NIP) from November 1st, 2005.

AGE	DISEASE IMMUNISED AGAINST	VACCINE BRANDS (Victoria)
2 months	• Diphtheria, Tetanus, Pertussis, Polio • Hepatitis B & HIB • Pneumococcal	Infanrix-IPV Comvax Prevenar
4 months	• Diphtheria, Tetanus, Pertussis, Polio • Hepatitis B & HIB • Pneumococcal	Infanrix-IPV Comvax Prevenar
6 months	• Diphtheria, Tetanus, Pertussis, Polio • Pneumococcal	Infanrix-IPV Prevenar
12 months	• Measles, Mumps, Rubella • Hepatitis B & HIB • Meningococcal C	Priorix Comvax NeisVac-C
18 months	• Chickenpox	Varilrix
4 years	• Diphtheria, Tetanus, Pertussis, Polio • Measles, Mumps, Rubella	Infanrix-IPV Priorix

There are three payments available to General Practices that immunise according to the NIP. These include the Outcomes Bonus Payment, the Service Incentive Payment and the ACIR Information Payment. See Table 2 for a summary.

Table 2. Immunisation Payments

	Outcomes Bonus Payment	Service Incentive Payment	ACIR Information Payment
\$	\$3.50 for each Whole Patient Equivalent (WPE) if the practice coverage rate is least 90% and the WPE is at least 10*	\$18.50 for completion of an age based vaccination schedule**	\$6.00 for each age based vaccination schedule** that is reported to the ACIR
		<i>NOTE: payment will go to the GP who administers the last vaccination</i>	
Frequency of Payment	Quarterly	Monthly	
Notification of Payment	GPII Feedback Statement (SAMPLE 5 pages 13-14)	Immunisation Payment Statement (SAMPLE 7 pages 16-18)	

*The WPE is the sum of the proportion of care a practice provides to each child. For example, if there is only 1 child in a practice, and in the last 12 months they have ONLY attended that practice, then the WPE would be 1. If, during this period of time, the child is seen by a practice for 2 Level B Consultations and by another practice for 2 Level B Consultations then the WPE attributed for that child would be .5 for both practices.

**A completed age based vaccination schedule must include immunisation against each disease listed on the NIP for that particular age. For example, the 2 month 'age based vaccination schedule' includes immunisation against Diphtheria, Tetanus, Pertussis, Polio, Hib, Hepatitis B & Pneumococcal.

Coverage Rates

There are Division level and Practice level immunisation coverage rates. While both rates are calculated from the data held on the ACIR, the selection criteria is significantly different. Division coverage rates are not an average of your clinic's coverage rates. Please see the table below.

Table 3. Division & Practice Coverage Rates

	DIVISION Coverage Rates	PRACTICE Coverage Rates															
Quarters	FEBRUARY: December - February MAY: March - May AUGUST: June - August NOVEMBER: September - November																
Calculation	<table> <tr> <th></th><th>INITIAL CALCULATION</th><th>RE-CALCULATION</th></tr> <tr> <td>FEBRUARY:</td><td>Last 2 weeks of February</td><td>End of April</td></tr> <tr> <td>MAY:</td><td>Last 2 weeks of May</td><td>End of July</td></tr> <tr> <td>AUGUST:</td><td>Last 2 weeks of August</td><td>End of October</td></tr> <tr> <td>NOVEMBER:</td><td>Last 2 weeks of November</td><td>End of January</td></tr> </table>			INITIAL CALCULATION	RE-CALCULATION	FEBRUARY:	Last 2 weeks of February	End of April	MAY:	Last 2 weeks of May	End of July	AUGUST:	Last 2 weeks of August	End of October	NOVEMBER:	Last 2 weeks of November	End of January
	INITIAL CALCULATION	RE-CALCULATION															
FEBRUARY:	Last 2 weeks of February	End of April															
MAY:	Last 2 weeks of May	End of July															
AUGUST:	Last 2 weeks of August	End of October															
NOVEMBER:	Last 2 weeks of November	End of January															
Selection Criteria	All children up to 7 years of age who LIVE within the geographical boundaries of the Division according to their Medicare record.	All children up to 7 years of age who have attended at least 2 consultations at the practice in the preceding 12 months.															
Notification	A ' <u>General Practice Immunisation Incentives Statement</u> ' is posted to the Division. After the recalculation, an ' <u>Immunisation Re-calculation Statement</u> ' is posted to the Division.	A ' <u>GPII Feedback Statement</u> ' is posted to each practice. After the recalculation, a ' <u>GPII Feedback Recalculation Statement</u> ' is posted to the practice IF the coverage rate has changed.															

Statements & Reports

Divisions and practices receive a number of statements and reports related to the GPII scheme throughout the year. Table 4 summarises those received/accessed by Divisions and Table 5 summarises those received by practices. A sample of each statement/report can be found on the following pages.

Table 4. Division Statements & Reports

DIVISION Statements & Reports
<u>General Practice Immunisation Incentives Statement</u> SAMPLE 1 (page 9) • This statement is posted to Division's at the end of each quarter. • It provides the coverage rate of children living within the Division's geographical boundaries. <u>Immunisation Re-calculation Statement</u> SAMPLE 2 (page 10) • This statement is posted to the Division approximately 8 weeks after the above statement. • It provides the recalculated coverage rate. <u>32A Report</u> SAMPLE 3 (page 11) • Division's download this report from the ACIR Secure Site at the end of each quarter. • This spreadsheet lists GPII registered practices in the Division, provided they have at least 10 WPE for that quarter. It indicates their coverage rate and if they are receiving their GPII20A Practice Report. <u>34A Report</u> SAMPLE 4 (page 12) • Division's should download this report from the ACIR Secure Site 1-2 times a year. • This spreadsheet lists clinics that are registered for the GPII in the Division.

Table 5. Practice Statements & Reports

PRACTICE Statements & Reports
<u>GPII Feedback Statement</u> SAMPLE 5 (pages 13-14) • This statement is posted to each Practice at the end of each quarter • It summarises their coverage rate and Outcomes Bonus Payment. <u>GPII Feedback Immunisation Recalculation Statement</u> SAMPLE 6 (page 15) • This statement is posted to each Practice approximately 8 weeks after the above statement IF the practice has improved their coverage rate since the initial calculation. • It summaries their final coverage rate and Outcomes Bonus Payment. <u>Immunisation Payment Statement</u> SAMPLE 7 (pages 16-18) • Every month, this statement is posted to Practitioner's who have immunised at least one child during the preceding month. Each provider receives a separate statement. • It summarises the SIP and ACIR Information Payments earned for the month. Each encounter is listed in detail. <u>GPII 20A Practice Report</u> SAMPLE 8 (page 19) • This report is posted to each Practice at the end of the quarter IF every GP in the clinic has signed the 46E Agreement. • It details the immunisation history of overdue children that have attended the clinic at least twice in the preceding 12 months. One child is listed to a page.

SAMPLE 1

General Practice Immunisation Incentives Statement

Medicare

ENQUIRIES 1800 653 809
DIVISION [REDACTED]
RUN NO G030
DATE 29/11/2005
PAGE 1 OF 1

NOVEMBER QUARTER GENERAL PRACTICE IMMUNISATION INCENTIVES STATEMENT

This statement is to notify you that 89.6% of children in your division were fully immunised as at 22/11/2005. On the basis of this figure your division ranked in position number 47. Data held on the Australian Childhood Immunisation Register (ACIR) was used to assess the immunisation status of these children. Details are set out in Table 1.

Table 1: Number of children in your division by age range and assessment status.

Age Range	Children (No)	Children (%)	Children Fully Immunised	% Fully Immunised
0 TO <4 MTHS	861	4.1	818	95.0
4 TO <12 MTHS	1925	9.1	1643	85.4
12 TO <18 MTHS	1509	7.1	1204	79.8
18 TO <48 MTHS	7672	36.1	7032	91.7
48 TO <84 MTHS	9273	43.7	8338	89.9
OVERALL	21240	100.0	19035	89.6

Division
coverage
rate

Note: (a) The proportion fully immunised for each age range was calculated by dividing the number of children fully immunised by the number of children in your Division.

(b) The overall figure (%) for the number of children fully immunised was calculated by multiplying the proportion fully immunised for each age range by the percentage of children seen in that age range and summing the results.

Assessment Process

From 1 July 2003, GPII will assess the immunisation status for all children according to the National Due and Overdue Rules for the purposes of calculating outcomes payment. This assessment will occur at time of calculation rather than as at the last day of the reference period.

SAMPLE 2

Immunisation Re-calculation Statement

Recalculated
Division
coverage rate



ENQUIRIES 1800 653 809

DIVISION XXXXXXXXXX

RUN NO W029

DATE 04/11/2005

PAGE 1 OF 1

AUGUST QUARTER

IMMUNISATION RE-CALCULATION STATEMENT

This statement is to notify you that 90.7% of children in your division were fully immunised following a re-calculation of the AUGUST Quarter. The re-calculation used the same 12 month reference period as the original calculation and the results are listed below.

On the basis of this recalculated figure your division is now ranked in position number 55.

The following table identifies, by age range, the number and percentage of children who are fully immunised in your division as at 23/08/2005.

Age Range	Children Fully Immunised		% Fully Immunised	
	Original Calculation	Re-Calculation	Original Calculation	Re-Calculation
0 TO <4 MTHS	699	995	94.7	96.7
4 TO <12 MTHS	1625	1681	84.5	87.4
12 TO <18 MTHS	1173	1263	80.3	85.2
18 TO <48 MTHS	7051	7073	91.3	91.6
48 TO <84 MTHS	8379	8411	90.4	90.8
OVERALL	18927	19423	89.7	90.7

SAMPLE 3 32A Report

Coverage
Rate (%)

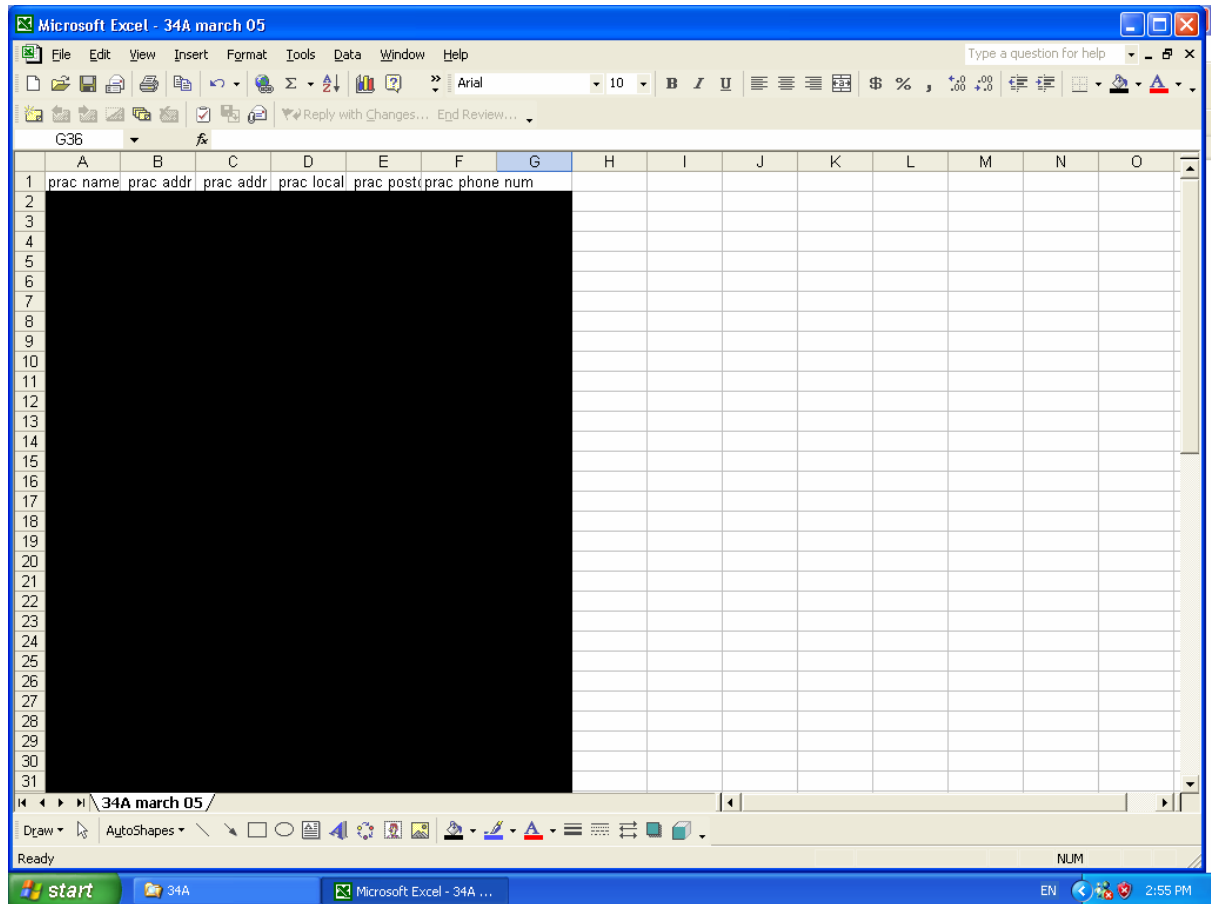
Indicates if they received
their GPII Practice Report

	A	B	C	D	E	F	G	H	I	J	K	L	M
	prac name	prac addr	prac addr	prac local	prac post	prac phone	perc fully	WPE	NOV2005	AUG2005	GPII Practice Report (GPII020A)		
2							92.3	70.1	Yes	Yes			
3							90.8	186	No	No			
4							93.8	361	Yes	Yes			
5							88.9	69.7	Yes	Yes			
6							93.5	300	Yes	Yes			
7							93.6	352	No	No			
8							92.7	33	Yes	Yes			
9							90.7	273	Yes	Yes			
10							92.6	379	Yes	Yes			
11							88.1	160	No	No			
12							92.7	104	Yes	Yes			
13							97.8	153	Yes	Yes			
14							92.7	251	Yes	Yes			
15							89.8	213	Yes	Yes			
16							91	27.5	No	No			
17							91.8	169	Yes	Yes			
18							92.7	443	Yes	Yes			
19							90.9	321	No	No			
20							92.3	172	Yes	Yes			
21							68.8	20.5	No	No			
22							95.1	131	Yes	Yes			
23							89.4	112	Yes	Yes			
24							94.3	1523	Yes	Yes			
25							100	13.6	Yes	Yes			
26							94.5	119	Yes	Yes			
27							91.1	309	Yes	Yes			
28							91.1	467	Yes	Yes			
29							94	195	Yes	Yes			
30							96.7	16.5	Yes	Yes			
31							85.3	141	Yes	Yes			

The Outcomes Bonus Payment (\$) can be calculated by multiplying the WPE by 3.5
The coverage rate must be at least 90% for this payment to be earned.

SAMPLE 4

34A Report



SAMPLE 5
GP11 Feedback Statement

Page 1



Australian Government
Medicare Australia

GP11 FEEDBACK STATEMENT

Please retain for your records

ABN [REDACTED]
ENQUIRIES 1800 246 101
RUN NO 6030
DATE 29/11/2005
PAGE 1 OF 2
PRACTICE [REDACTED]

**NOVEMBER QUARTER
GENERAL PRACTICE IMMUNISATION INCENTIVES STATEMENT**

The National Due and Overdue Rules for Childhood Immunisation used by the Australian Childhood Immunisation Register (ACIR) is used to assess the immunisation status of children who, according to Medicare claims records, attended your practice in the 12 month reference period 01/07/2004 to 30/06/2005. Details are set out in Table 1.

Table 1: Number of children seen (including single visits) in the 12 month reference period by age range and assessment status.

Age Range *	Assessment Status		
	Fully Immunised	Not Fully Immunised	Total Children Seen
4 TO <12 MTHS	12	6	18
12 TO <18 MTHS	21	12	33
18 TO <48 MTHS	113	11	124
48 TO <84 MTHS	129	15	144
OVER 84 MTHS	15	0	15

* Children on 'catch-up' vaccinations will be distributed among the age groupings.

Assessment Process

From 1 July 2003, GP11 will assess the immunisation status for all children according to the National Due and Overdue Rules for the purposes of calculating outcomes payments. This assessment will occur at time of calculation rather than as at the last day of the reference period.

Checking your records

If you wish to check the details of children who were assessed as not fully immunised during the reference period, and have not yet completed the GP11 Practice Report (GP11020A) request form, please phone 1800 246 101 and a form will be forwarded to you.

Proportion of children fully immunised

Of the children who attended your practice in the preceding 12 months, **87.0 %** were fully immunised as at 22/11/2005.

This calculation is based on Whole Patient Equivalents (WPE) in Table 2, which takes into account the proportion of care your practice provided to each child. A child who attends only your practice in the 12 months counts as 1 WPE while a child who visits more than one practice counts as a fraction of a WPE for each practice. Children who attend your practice just once in the reference period will not be included in Table 2.

Practice coverage rate. It must be at least 90% to earn Outcomes Bonus

Continued next page...



Australian Government
Medicare Australia

GPII FEEDBACK STATEMENT

Please retain for your records

ABN [REDACTED]
ENQUIRIES 1800 246 101
RUN NO 6030
DATE 29/11/2005
PAGE 2 OF 2
PRACTICE [REDACTED]

Table 2: WPE value of children seen (excluding single visits) and proportion fully immunised by age range.

Age Range	Children Seen		Children fully immunised	Fully Immunised	
	(WPE)	(%)	(WPE)	Yours (%)	Your Division (%)
0 TO <4 MTHS	N/A	N/A	N/A	N/A	93.6
4 TO <12 MTHS	11.50	6.5	7.50	65.2	82.4
12 TO <18 MTHS	19.00	10.7	13.00	68.4	73.7
18 TO <48 MTHS	63.90	36.0	58.40	91.4	91.4
48 TO <84 MTHS	78.50	44.2	71.00	90.4	88.1
OVER 84 MTHS	4.60	2.6	4.60	100.0	N/A
OVERALL	177.50	100.0	154.50	87.0	88.0

Note: (a) The proportion fully immunised for each range was calculated by dividing the WPE value of children fully immunised by WPE value of children seen.

(b) The overall figure (%) for WPEs fully immunised was calculated by dividing the overall WPE value of children fully immunised by the overall WPE value of children seen x 100.

(c) Children born on or after 1 May 2000 are assessed against the Australian Standard Vaccination Schedule 2000.

Your practice's payment

Practices are paid according to the WPE value of children seen, including single visits, and proportion fully immunised as follows:

PROPORTION FULLY IMMUNISED	PAYMENT PER WPE
LESS THAN 90%	NIL
90% AND OVER	\$3.50

Your quarterly payment is :

$$\begin{array}{rcl} 177.50 & \text{WPE excluding single visits} & \\ + & 74.90 & \text{WPE single visits} \\ \hline = & 252.40 & \times \$ 0.00 = \$ 0.00 \end{array}$$

Whole Patient Equivalent (WPE)

Outcomes Bonus Payment (\$)

SAMPLE 6

GPII Feedback Immunisation Re-Calculation Statement



Australian Government
Medicare Australia

GPII FEEDBACK STATEMENT
Please retain for your records

ABN [REDACTED]
ENQUIRIES 1800 246 101
RUN NO W029
DATE 04/11/2005
PAGE 1 OF 1
PRACTICE [REDACTED]

AUGUST QUARTER IMMUNISATION RE-CALCULATION STATEMENT

Your Outcomes Payment for the **AUGUST** Quarter has been re-calculated using the same 12 month reference period as the original calculation. This has resulted in an additional payment to your practice.

The following table identifies, by age range, the percentage of children seen during the 12 month reference period 01/04/2004 to 31/03/2005 that are fully immunised.

Age Range	Your Practice (%)		Your Division (%)	
	Original Calculation	Re-Calculation	Original Calculation	Re-Calculation
0 TO <4 MTHS	N/A	N/A	93.4	95.2
4 TO <12 MTHS	47.7	42.4	84.2	86.9
12 TO <18 MTHS	55.2	75.6	77.7	81.1
18 TO <48 MTHS	89.5	89.7	91.5	91.5
48 TO <84 MTHS	96.8	96.8	88.9	89.3
OVER 84 MTHS	100.0	100.0	N/A	N/A
OVERALL	88.5	90.1	88.8	89.6

Original
coverage
rate (%)

Recalculated
coverage
rate (%)

The proportion of children fully immunised after re-calculation for your practice is **90.1%**

Your practice's payment

Practices are paid where a positive variance exists following the re-calculation. The amount originally calculated for your practice is subtracted from the re-calculated amount.

Your original payment:

163.20	WPE excluding single visits	
+	88.70	WPE single visits

=	251.90	x \$ 0.00 = \$ 0.00
=====		

Your re-calculated payment:

163.40	WPE excluding single visits	
+	88.40	WPE single visits

=	251.80	x \$ 3.50 = \$ 881.30
=====		

Your payment adjustment for the AUGUST Quarter:

	\$ 881.30
-	\$ 0.00

=	\$ 881.30
=====	

SAMPLE 7

Immunisation Payment Statement

page 1

Australian childhood
immunisation
register

PAGE 1 OF 3
DATE 28/09/2005
ENQUIRIES 1800 653 809
PROVIDER [REDACTED]
REFERENCE [REDACTED]

SEPTEMBER 2005 IMMUNISATION PAYMENT STATEMENT

This Statement contains information about your monthly ACIR Payments and GPII Service Incentive Payments calculated using information recorded on the Australian Childhood Immunisation Register (ACIR)

Processing Details

Total encounters included in this statement	6
Number of encounters returned for clarification	0

Your Payment Details

3 Information Payments	\$18.00
1 Catch-up Payment	\$6.00
3 Service Incentive Payments	\$55.50
Total amount paid for this statement	\$79.50
Bank Account for Payment:	[REDACTED]
BSB:	[REDACTED]
Payment Date	[REDACTED]

Your Australian Business Number (ABN): [REDACTED]
Health Insurance Commission's ABN: 751 740 3096

Enquiries

If you have any questions about this Statement please call 1800 653 809.

ACIR Information Payments

\$6 for each age
based schedule
reported to the
ACIR

Service Incentive Payments

\$18.50 for
completion of
every aged
based schedule

PAGE 2 OF 3
DATE 28/09/2005
ENQUIRIES 1800 653 809
PROVIDER [REDACTED]
REFERENCE [REDACTED]

CLAIMS PROCESSED

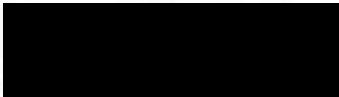
Please find below the details of claims processed since your last statement.

CHILD NAME	DATE OF BIRTH	MEDICARE NUMBER	DATE OF SERVICE	VACCINE	DOSE	GPII SIP	ACIR PAYMENT	CODE
CLAIM ID: A000029+								
[REDACTED]	11/08/04	[REDACTED]	16/08/05	Priorix	1			*
[REDACTED]				NeisVac-C	1			
[REDACTED]	11/08/04	[REDACTED]	16/08/05	Priorix	1			*
[REDACTED]				NeisVac-C	1			
[REDACTED]	24/05/04	[REDACTED]	18/08/05	Prevenar	1		6.00	
[REDACTED]	04/07/01	[REDACTED]	22/08/05	Infanrix	5	18.50	6.00	
				Polio Sabin	4			
				Priorix	2			
CLAIM ID: A000032+								
[REDACTED]	27/02/05	[REDACTED]	08/09/05	Infanrix	3	18.50	6.00	
				Polio Sabin	3			
				Prevenar	3			
[REDACTED]	14/06/00	[REDACTED]	15/09/05	Infanrix	5	18.50	6.00	
				Polio Sabin	4			
				Priorix	2			

Details of encounters that have been reported.

850

If an immunisation is rejected for payment, a code will be displayed in this column. See the next page for an explanation.



PAGE 3 OF 3
DATE 28/07/2005
ENQUIRIES 1800 653 809
PROVIDER [REDACTED]
REFERENCE [REDACTED]

These are the explanations for the codes used in your Statement.

CODE	EXPLANATION
850 *	VACCINE NOT INCLUDED IN PAYMENT CALCULATION SCHEDULE NOT COMPLETED-NO PAYMENT

SAMPLE 8

One page of a GPII020 Practice Report

page 6/15

HIC
GPII PRACTICE REPORT (GPII02000)
FOR PRACTICE: [REDACTED]
FOR REFERENCE PERIOD: 01OCT2003 TO 30SEP2004
FOR QUARTER: FEB2005
GPII ASSESSMENT DATE: 22FEB2005
REPORT CURRENT AS AT: 03MAR2005

PAGE 6 OF 15
ENQUIRIES 1800 653 809
RUN NUMBER 54394

Child Details
Medicare Number: [REDACTED]
Surname: [REDACTED]
Given Name: [REDACTED] Initial: P
DOB: 20/11/2003 Gender: MALE
Current ACIR Immunisation status: NOT FULLY IMMUNISED

Child Address Details

[REDACTED]

GPII Assessment Details
Immunisation Schedule: 2000 Single Visit: NO
GPII Immunisation Status at time of Assessment: NOT FULLY IMMUNISED

Due and Overdue Details

Disease	Dose	Date Due	Date Overdue
HIB Schedule B	3	20/11/2004	20/12/2004
Hepatitis B	3	20/11/2004	20/12/2004
Measles	1	20/11/2004	20/12/2004
Meningococcal C	1	20/11/2004	20/12/2004 (X)
Rubella	1	20/11/2004	20/12/2004

Immunisations for
which the child is
OVERDUE.

Vaccine Details

Enc1 VacCde	Vaccine	Dose	Service Date	St	RSN	Immunising Provider	Type
CMX	Comvax	1	14/01/2004	A		MEDICARE GP	
IFX	Infanrix	1	14/01/2004	A		MEDICARE GP	
OPV	Polio Sabin	1	14/01/2004	A		MEDICARE GP	

Immunisations the
child HAS
received.

Vaccine Details

Enc2 VacCde	Vaccine	Dose	Service Date	St	RSN	Immunising Provider	Type
CMX	Comvax	2	20/03/2004	A		MEDICARE GP	
IFX	Infanrix	2	20/03/2004	A		MEDICARE GP	
OPV	Polio Sabin	2	20/03/2004	A		MEDICARE GP	

Vaccine Details

Enc3 VacCde	Vaccine	Dose	Service Date	St	RSN	Immunising Provider	Type
IFX	Infanrix	3	20/05/2004	A		MEDICARE GP	
OPV	Polio Sabin	3	20/05/2004	A		MEDICARE GP	

Natural Immunity

No data currently held

Medical Contraindication

No data currently held

Legend

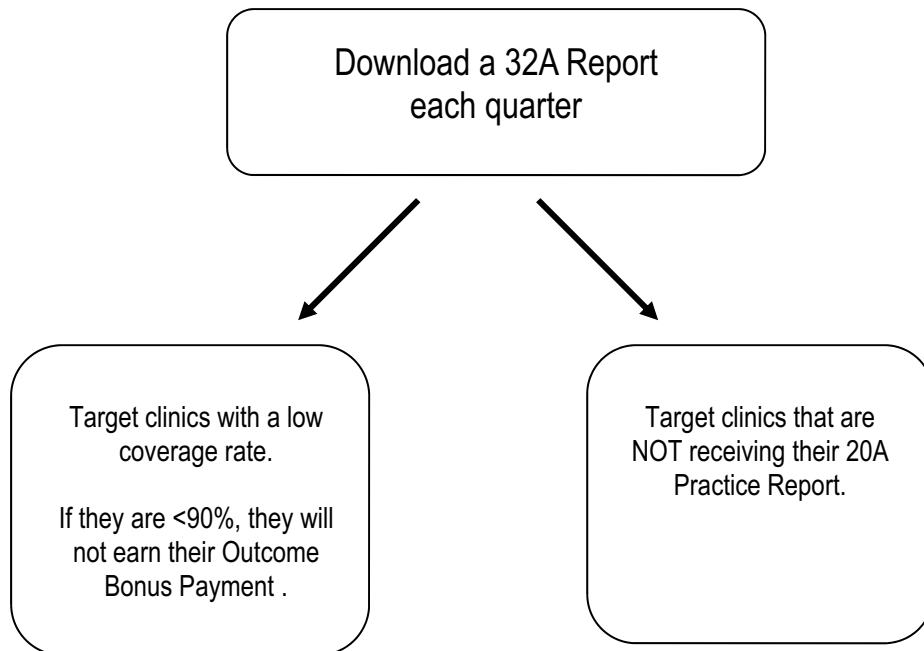
- * Child on multiple Medicare cards
- #1 Vaccine administered before assessment date but processed after assessment date
- #2 Vaccine administered and processed after assessment date
- + Please refer to the National Childhood Pneumococcal Schedule to determine if additional doses are required
- = This child may need another dose of Meningococcal C vaccine. Please check the required schedule
- X Antigen not included in assessment process

Each page contains the details of one child. If a child is up-to-date, they will not be on this report.

PART 2

Increasing Coverage Rates & Payments

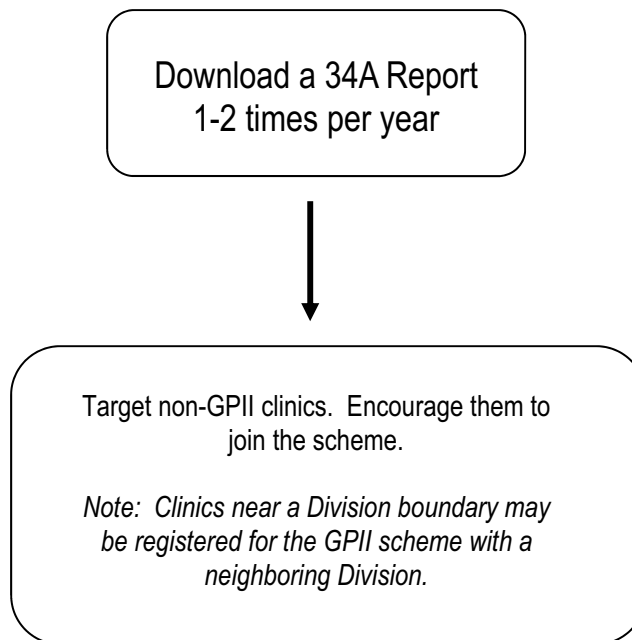
32A Report



In more detail...

- Set up email notification of ACIR reports if you have not done so already. See Appendix 2, page 29.
- Order a 32A Report. See Appendix 3, page 30. You can choose to request this report each quarter OR you can request an automated generated report. Email notification will arrive when this report has been generated.
- Download your 32A Report once it has been generated. See Appendix 4, page 32.
- Your Division may choose to send out a summary to every clinic on your 32A Report. See an example of a 12 month practice summary on page 26.
- Identify clinics with low coverage rates. Contact these clinics by mail or telephone. See a sample letter for clinics under 90% on page 24.
- Identify clinics not receiving their 20A Practice Report. See Appendix 5, page 33, for an explanation of why a clinic may not be receiving their report. Notify these clinics by mail or telephone. See a sample letter on page 25.

34A Report



In more detail...

- Order a 34A Report. See Appendix 3, page 30.
- Download your 34A Report once it has been generated. See Appendix 4, page 32.
- Compare the 34A Report with a list of clinics in your Division. Identify clinics that are not on the 34A Report. Bear in mind that clinics near Division boundaries may appear on the 34A Report of a neighboring Division. Contact the neighboring Divisions to confirm.
- Contact non-GPPII clinics by mail or telephone to encourage them to join the scheme. See a sample letter on page 27. They will need to fill out the PIP/GPPII Application Form. A copy of this form can be requested by calling the PIP general enquires line on 1800 222 032.

SAMPLE 9

Letter to practices with coverage rate under 90%

Date

Address

Dear _____

Practice immunisation coverage rates for the _____ Quarter have been calculated. Your clinic achieved a rate of ____%.* A rate of at least 90% would have resulted in an Outcomes Bonus Payment of \$____. **

IT IS NOT TOO LATE TO EARN THIS PAYMENT

In approximately 6 weeks time, your coverage rate will be recalculated. Use your GPII 20A Practice Report to follow-up your overdue children.

Please direct any queries to _____.

Yours sincerely,

NAME

TITLE

* Practice immunisation coverage rates include children, up to the age of 7 years, who have attended your practice at least twice in the preceding 12 months.

** The Outcomes Bonus Payment is \$3.50 for each Whole Patent Equivalent.

SAMPLE 10

Letter to practices - no 20A Practice Report.

Date

Address

Dear _____

Your clinic is not receiving its GPII 20A Practice Report. This report identifies children in your clinic, up to the age of 7 years, who are overdue for an immunisation/s.

All GPs must sign the Section 46E Agreement in order for this report to be released. If you require a copy of this Agreement, please call the GPII general enquires line on 1800 246 101 or print a copy from www.medicareaustralia.gov.au/providers/forms/incentives_allowances

If your clinic has never applied to receive the GPII 20A Practice Report, you will also need to fill out the GPII 20A Report Request Form.

If you would like further assistance, please direct any queries to _____.

Yours sincerely,

NAME

TITLE

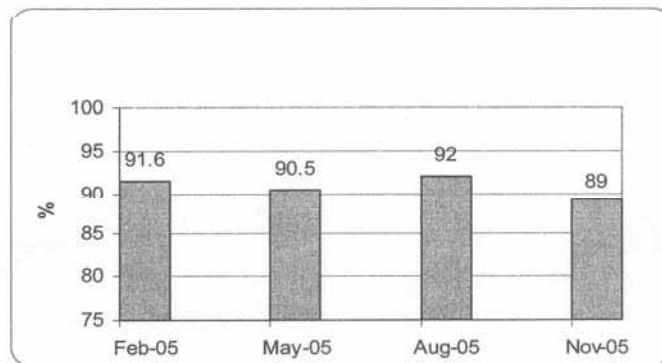
SAMPLE 11

12 Month Practice summary

Sample Medical Clinic

Address

ACIR Coverage Rates for last 4 Quarters



	Feb 05	May 05	Aug 05	Nov 05
Coverage Rate (%)	91.6	90.5	92	89
Outcomes Bonus Payment* (\$)	742	770	766.50	0
Whole Patient Equivalent (WPE)**	212	220	219	234
Did you receive your 20A Practice Report ?	YES	YES	YES	YES

A recalculation occurs approximately 2 months after the initial calculation. Use your 20A Practice Report to follow-up overdue children. If your practice improves, a 'GPPI Feedback Recalculation Feedback Statement' will be posted to your practice.

*The Outcomes Bonus Payment is earned every quarter if your coverage rates are 90% or higher, and your WPE is at least 10. \$3.50 is earned for each WPE.

**The Whole Patient Equivalent (WPE) is the sum of the proportion of care your practice provides to each child. For example, if there is only 1 child in your practice and in the last 12 months they have ONLY attended your practice, then your WPE would be 1. If, during this period of time, the child is seen by your practice for 2 Level B Consults and by another practice for 2 Level B Consults, then the WPE attributed to your practice is 0.5. Your practice has provided 50% of care, based on the length of the consult, to this child.

SAMPLE 12

Letter to non-GPII practices

Date

Address

Dear _____

Is your practice part of the General Practice Immunisation Incentives (GPII) scheme? This scheme aims to increase immunisation coverage rates of children up to the age of 7 years who live in Australia.

Each quarter, you will receive:

- A practice coverage rate indicating the proportion of fully immunised children in your practice.
- A payment of \$3.50 for each Whole Patient Equivalent (WPE) provided your coverage rate is at least 90%.
- A payment of \$18.50 for each age based schedule completed.
- A report detailing overdue children in your practice to assist you with recall.

Further information regarding the GPII scheme can be found by calling the GPII enquiries line on 1800 246 101 or on the internet at www.medicareaustralia.gov.au/providers/incentives_allowances/gpii_scheme.

If you would like assistance, please call me on _____.

Yours sincerely,

NAME
TITLE

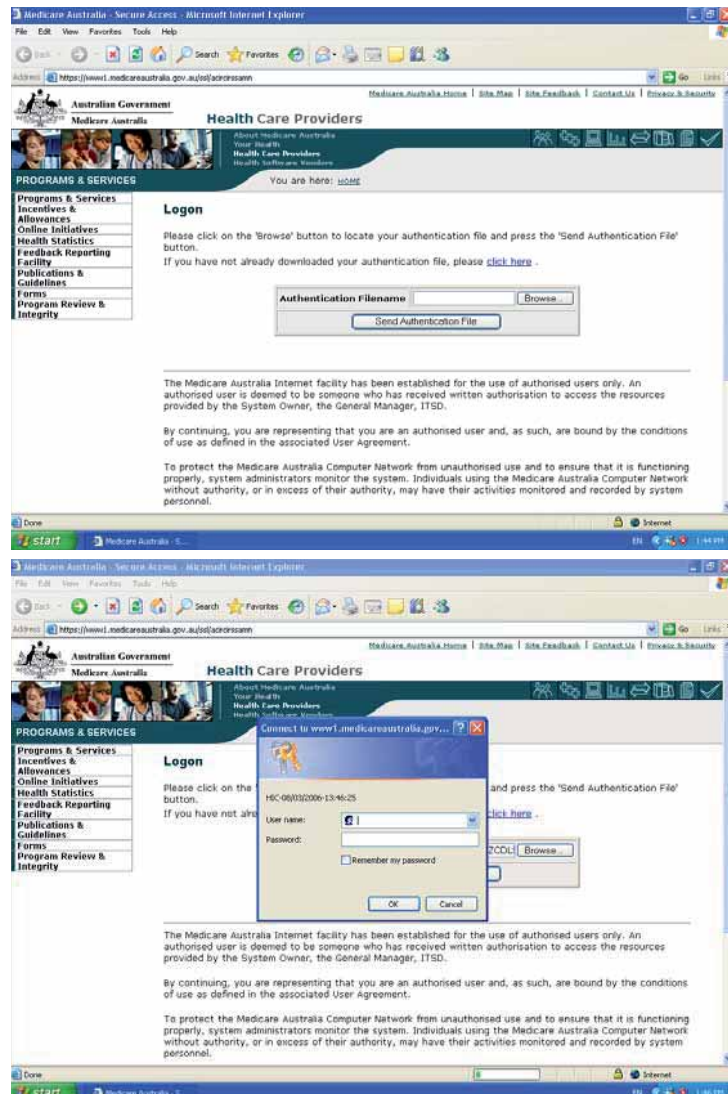
Appendix 1. Log onto the ACIR Secure Site

1. Go to <https://www1.medicareaustralia.gov.au/ssl/acircssamn>

2. Click 'Browse'

3. Insert authentication file.

4. Click 'Send Authentication File'



The screenshot shows the Medicare Australia Secure Access page. The 'Logon' section contains the following text:

Please click on the 'Browse' button to locate your authentication file and press the 'Send Authentication File' button.

If you have not already downloaded your authentication file, please [click here](#).

Authentication Filename

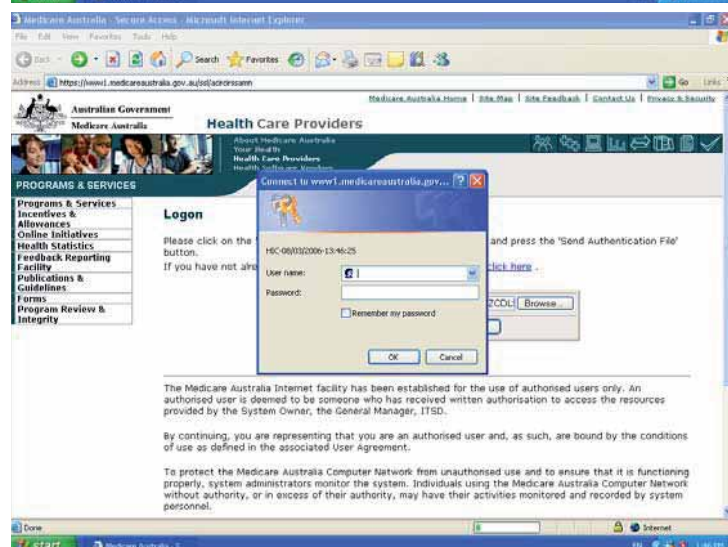
The Medicare Australia Internet facility has been established for the use of authorised users only. An authorised user is deemed to be someone who has received written authorisation to access the resources provided by the System Owner, the General Manager, ITSD.

By continuing, you are representing that you are an authorised user and, as such, are bound by the conditions of use as defined in the associated User Agreement.

To protect the Medicare Australia Computer Network from unauthorised use and to ensure that it is functioning properly, system administrators monitor the system. Individuals using the Medicare Australia Computer Network without authority, or in excess of their authority, may have their activities monitored and recorded by system personnel.

5. Insert user name & password.

6. Select 'OK'



The screenshot shows the Medicare Australia Secure Access page with a 'Connect to www1.medicareaustralia.gov.au' dialog box open. The dialog box contains the following text:

15C-00/0102006-13-46:25

User name:

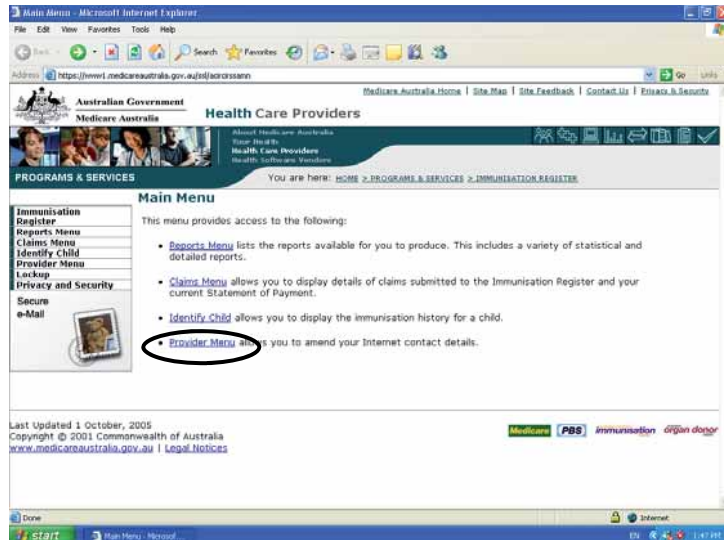
Password:

☐ Remember my password

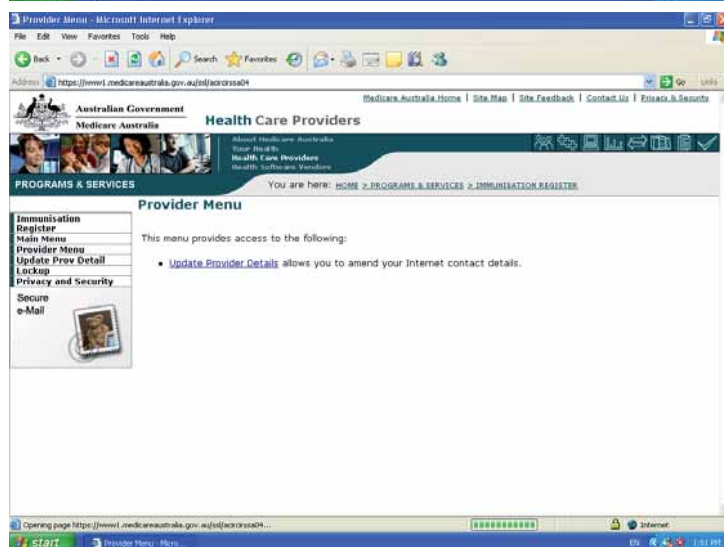
Appendix 2. Request Email Notification of Reports

1. Log onto the ACIR Secure Site (See Appendix 1)

2. Select 'Provider Menu'



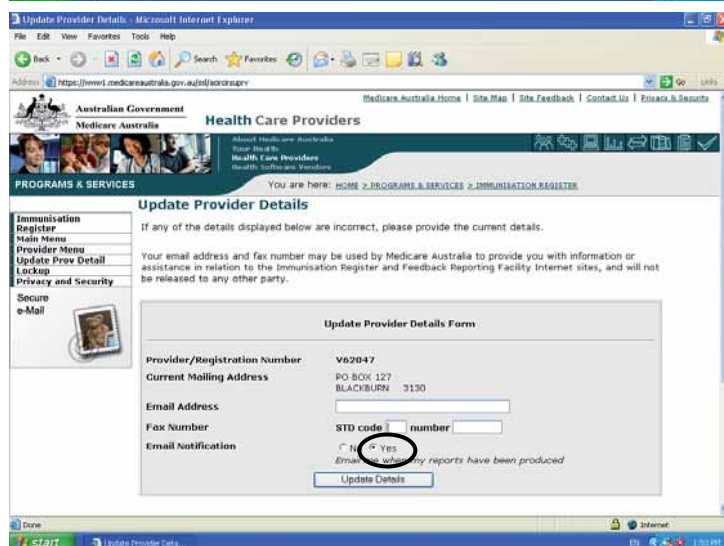
3. Select 'Update Provider Details'



4. Type in your email address.

5. Select 'yes' for email notification.

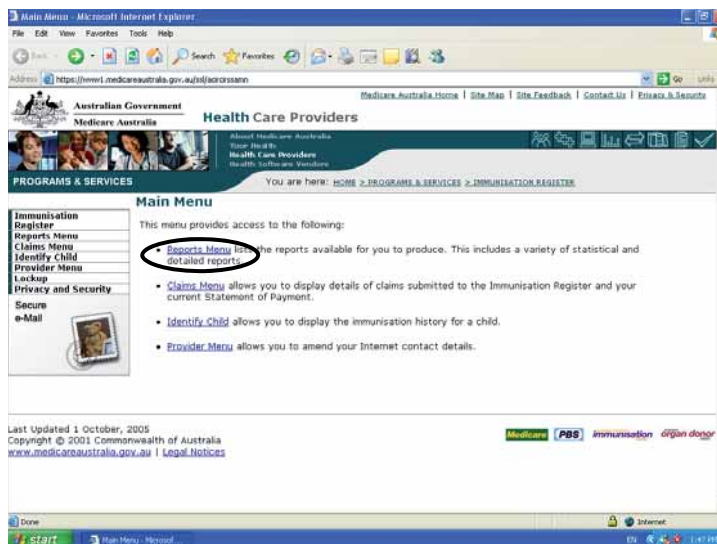
6. Click 'Update Details'



Appendix 3. Request a 32A or 34A Report

1. Log onto the ACIR Secure Site (See Appendix 1)

2. Select 'Reports Menu'

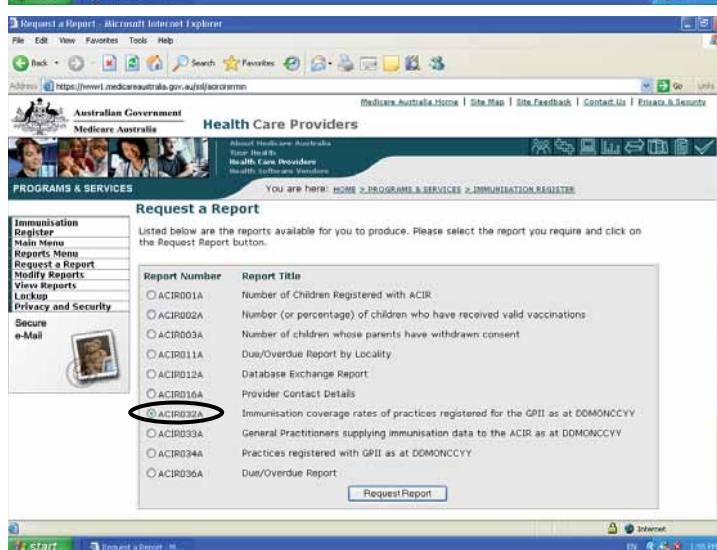


3. Select 'Request a Report'



4. Select the report you require.

5. Click 'Request Report'



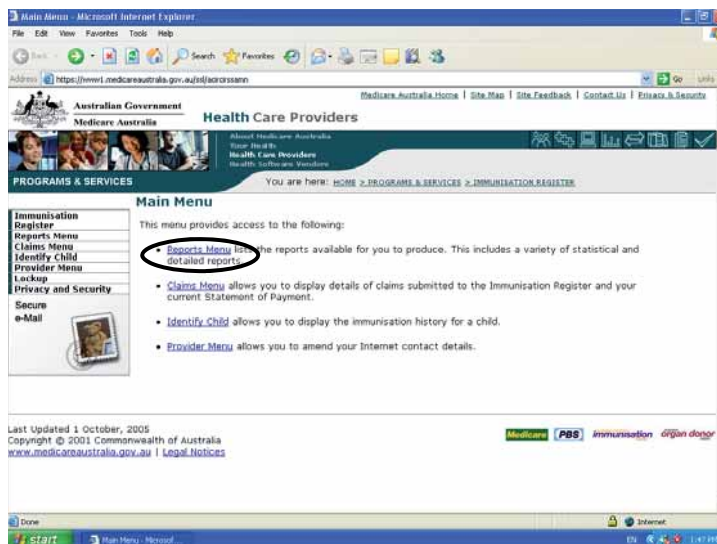
10. Type in your 3 digit division number.
11. Select the quarter you require.
12. Select 'Send Report Request'
13. Check that the following message appears: 'Your request for the report has been successful.'

31

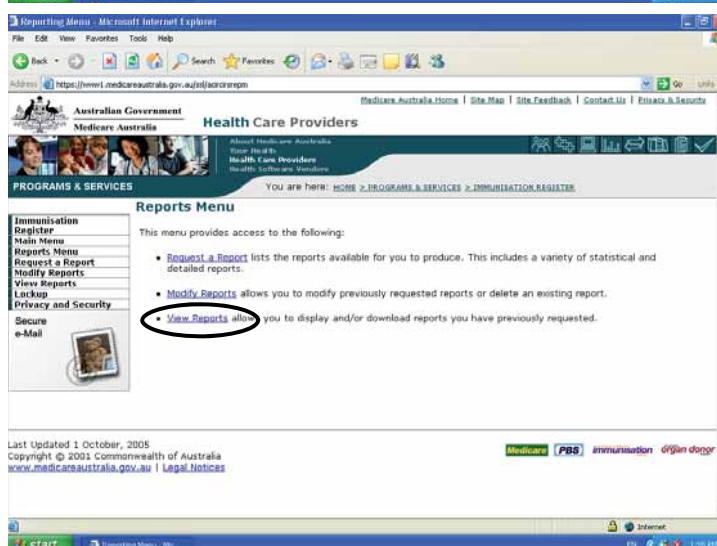
Appendix 4. Download a 32A or 34A Report

1. Log onto the ACIR Secure Site (See Appendix 1)

2. Select 'Reports Menu'



3. Select 'View Reports'



4. Select the report you wish to download.
5. Scroll down. Select 'View/Download Report'
6. Save the report.



Appendix 5. Practices NOT receiving their GPII 20A Practice Report

If a practice has never received a 20A Report since joining GPII scheme, they need to fill in the 2 forms listed below. All GPs at the practice need to sign the 46E Agreement. Once these 2 forms are lodged, the 20A Report will be automatically posted out each quarter. Copies can be requested by telephoning the GPII enquires line on 1800 246 101 or printed off the Medicare Australia website at www.medicareaustralia.gov.au/providers/forms/incentives_allowances

- GPII020A Practice Report Request Form (see below) (1 page)
- Section 46E Agreement (3 pages)

If a practice has been receiving their 20A Report previously but it has stopped arriving, it is usually because a GP has joined the practice who has not signed the Section 46E Agreement. Once the new GP/s have signed, the Reports will resume.

Practices can call the GPII general enquiries line on 1800 246 101 to find out why they are not receiving their GPII20 Practice Report.

Australian Government
Medicare Australia

Australian Childhood
immunisation
register

General Practice Immunisation Incentives (GPII) GPII Practice Report (GPII020A) request form

Practice details: (please print)

Practice name

Practice address

State

Postcode

Contact person

Telephone number

Fax number

Please complete the following details of one provider registered at your GPII/PIP Practice:

Provider name

Medicare provider number

Provider signature

GPII/PIP practice number

Please indicate the purpose for which you intend to use this information:

☒ To follow-up children who are overdue for a scheduled immunisation;
☐ To contact children who are in a risk group because of an outbreak of a disease;
☐ To maintain accurate records in order to provide an immunisation recall/reminder;
☐ To identify particular children requiring an immunisation service;

If the purpose for which you intend to use the information is not listed above, please state the reason below:

Has your Practice forwarded a signed Section 46E Agreement to Medicare Australia?

☐ Yes ☐ No

A signed Agreement is required before your Practice Report can be produced.

Please contact 1800 246 101 (free call) and an Agreement will be forwarded to you.

Please indicate the Information you wish to appear on the report:

☒ Children Not Fully Immunised ☐ Children Fully Immunised ☐ Include Single Visits

Please mail or fax the completed form to:

Immunisation Section, Medicare Australia, GPO Box 235, HOBART TAS 7001

Facsimile (03) 6281 0555

Enquiries relating to requesting Immunisation Reports—telephone 1800 246 101 (free call)

Privacy Note: The information provided by you on this form will be used by Medicare Australia solely to process your request for the GPII Practice Report (GPII020A), supplied to you under the provisions of the *Health Insurance Act 1973*. Information on this form will not be disclosed to any other individual, organisation or agency.

IMU1-14
(24/05/01)

Contacts

Telephone		
1800 246 101	GPII general enquiries	For queries from providers about the GPII scheme, statements & payments.
1800 222 032	PIP/GPII Application Forms	For practices who wish to join the GPII scheme.
1800 653 809	ACIR general enquiries	For queries from parents and providers regarding the immunisation history of a particular child.
1300 650 039	ACIR internet helpdesk	For queries from providers regarding the ACIR Secure Site.
1300 882 008	Department of Human Services	For clinical queries from immunisation providers regarding immunisation schedules, catch-up schedules & vaccines.
Websites		
GPII Scheme www.medicareaustralia.gov.au/providers/incentives_allowances/gpii_scheme This site explains the GPII scheme.		
ACIR Secure Site https://www1.medicareaustralia.gov.au/ssl/acircirssamn		
ACIR for providers www1.medicareaustralia.gov.au/general/acircirgacir Information about the ACIR for immunisations providers.		
GPII Forms www.medicareaustralia.gov.au/providers/forms/incentives_allowances This site has copies of the following: • GPII020A Practice Report Request Form • Section 46E Agreement		
Medicare Australia Online www.medicareaustralia.gov.au/providers/online_initiatives/software_vendor_lists/vendors_online This site lists software that is compatible with reporting immunisations via Medicare Australia Online.		

A manual has been written for practice staff. It is called 'Increasing Childhood Immunisation Coverage Rates in Your Practice: A guide for Practice Staff'. Copies can be printed from the GPDV website at www.gpdv.com.au.

Acronyms

ACIR	Australian Childhood Immunisation Register
GPII	General Practice Immunisation Incentives
NIP	National Immunisation Program
PIP	Practice Incentives Program
SIP	Service Incentive Payment
WPE	Whole Patient Equivalent