

Registering for Medicare Online - Information Pack

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Non IHC (In Hospital Claim) Claiming

Registering for Medicare Online – Not currently claiming

If you are not currently claiming for Medicare and DO NOT have a site certificate, please read this section.

Registering for Online claiming with Medicare can take 2-3 weeks, so please contact them ASAP.

In order for Clintel to install the CareRight Medicare Online Module you need to register for Online Claiming with Medicare.

- You may need to provide Medicare with our (Clintel) MAJOR ID which is Clintels
- They will ask for your MinorID which is: see email / Redmine

Check out the following link for more information or call the number below:

<http://www.medicareaustralia.gov.au/provider/business/online/register/index.jsp>

The Medicare Australia eBusiness Service Centre can be contacted on 1800 700 199.

As soon as you have the CD and password, we can schedule the installation of the CareRight Medicare Module.

An overview of the process

You call to register for Online claiming with Medicare Australia 1800 700 199.

They send you forms – you fill them out and send them to Medicare Australia

They will send you a CD and password – please contact us when you receive this

Clintel will install the Medicare Online module

Clintel will train you on the module

You can start using the system

Please email – info@clintel.com.au - a completed copy of the Medicare Online registration forms when you have sent them to Medicare. We can check for common errors that may hold up the process.

You need to send through three registration forms to complete registration. However, these can change, so please check with Medicare Australia on which forms you need to submit to complete registration.

- Online claiming provider agreement form - to get Medicare Online CD + PIC
- Online claiming practice details form - links practice to the minor ID - no link for Medicare
- Banking details Online claiming form - links providers to the minor ID and a bank account.

Changing Medicare Online Registration (already claiming)

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2. They send you forms – you fill them out and send them to Medicare Australia
3. They will send you a CD and password – please contact us when you receive this
4. Clintel will install the Medicare Online module
5. Clintel will train you on the module
6. You can start using the system

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Changing Medicare Online Registration (already claiming)

Clients moving from another product to CareRight and already submitting Medicare Online Claims.

If you are currently claiming via ECLIPSE (Medicare online claiming channel) and have an existing site certificate, then please read this section.

As you already have a site certificate and are claiming electronically, we need the following:

- We need to download your Medicare certificate (Medicare issued this certificate onto a CD).
- We need your PIC code. This is the password for the CD certificate.

*Please contact Medicare on 1800 700 199 if you can't locate the CD certificate or PIC.

Please put the CD in a machine that we have remote access to and let us know. Please scan and email your PIC code paperwork to info@clintel.com.au

- You need to notify Medicare that you are changing to a new software provider. You will be required to complete the forms and return to them, please contact them on 1800 700 199 to discuss.

When completing the Medicare forms, a Location ID (minor ID) will be required. Clintel will provide you with this information.

IHC claiming - Day Surgery/ Day Hospital

Part of the IHC process is done via a partner of our eHealthswise (eHealthswise will provide Minor ID)

You need to register your details with them prior to going live and training.

We still deal with any support issues you may have and act as the first port of calls for issues. We'll cover off the process during training.

Registration with Medicare:

Option A: If you already have a Medicare Site eCertificate:

1. Then you can just add the new transaction to this by filling out the attached form [OnLineClaimingIHCSiteReg.pdf](#) and sending to Medicare.
2. eHealthswise allocate you a Location ID (to be included in this form) which will be: TO BE ALLOCATED

3. This process should take around two weeks.

Option B: If the client does have a Medicare Site eCertificate:

1. If you do not have an existing Medicare eCertificate you need to complete all the forms attached to this task.
 2. Processing can take 3 weeks.
 3. Your Location ID (to be included in this form) is: TO BE ALLOCATED
 4. This value is used in OnLineClaimingIHCSiteReg.pdf.
 5. For assistance in filling out these (and where to send to) you should contact Medicare eBusiness (1800 700 199)
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