Theatre Banding Overview

Theatre Banding is done at a guarantor level. Generally there are 2 theatre bands.

- National

- Western Australia

A clients have procedure centres in both Western Australia and the rest of the country they will require 2 guarantors to pick from different Theatre Banding codes.

Each code is linked to an MBS item number and is only used when doing IHC theatre services.
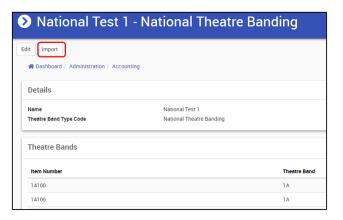
Setup

Importing the Theatre Banding

Theatre banding can be imported in bulk in Administration > Accounting > Theatre Bandings.
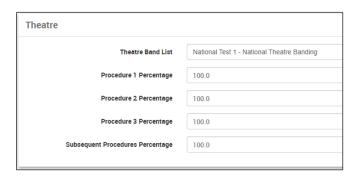
A CSV file with the headings

- item_number - the MBS Item Number linked to the specific theatre band

- theatre_band - the specific value to send via IHC

Linking the Theatre Banding to the guarantor

Once a theatre band has been created linking the band to the guarantor is done in Administration > Accounting > Guarantors edit

Add a New Theatre Banding

1. Click **Administration**.
2. Select **Accounting Menu** item.
3. Select **Theatre Bandings** sub-menu item.
   a. The Theatre Bandings screen will display with all the existing list.
4. Select the **New** button.
5. Add the **Name** of the new Theatre Banding.
6. Select the Theatre Banding code from the drop down list.
7. Select **Create Theatre Band List** button.
   a. A message advising that the Theatre Banding List successfully created.
8. Once the list is created, the bands need to be imported.
9. Select the **Import** button.
10. Select the **Choose file** button and locate the file on your network.
11. Select **Import Data** button.

Review Theatre Bandings

1. Click **Administration**.
2. Select **Accounting Menu** item.
3. Select **Theatre Bandings** sub-menu item
   a. The Theatre Bandings screen will display with all the existing list.
4. Select the **Show** button, next to the item you wish to review.
5. The Theatre Banding details will display. This screen shows the following information:

Field	Description
Name	
Theatre Band Type code	Select from drop down list
Theatre bands	
Item Number	Identify specific number of each item
Theatre Band	Identify specific band of each theatre

Advanced Configuration

How do I configure items that are usually one theatre band, but sometimes are a higher theatre band?

Usage