

*Welcome to the spring edition of Practice Pulse, the newsletter for Practice Managers and Practice Staff.*

*In this issue we have an article on the forthcoming HPV register, each immunisation registered will earn your GP \$6.60. We also advise that the Broadband for Health Incentive has been extended to December 2007. We have devoted a section to changes and inclusions that have occurred in the Medical Benefits Schedule since November 2006.*

## SAFETY IN THE WORKPLACE



Thank you to those who attended the Safety in the Workplace Workshop, we are sure you will agree that Senior Constable Archie Smyth from the South Metropolitan Police Crime Prevention Unit did a great job. The feedback we have had is excellent, with many requests to hold a similar event next year.

One of the topics Archie covered was “*what to do if you are involved in an armed hold-up*”, some of the points raised are listed below;

- Do not resist—this will help you to avoid injury.
- Cooperate with the robbers and give them what they want.
- Speak to them calmly as possible. Do not make sudden moves.
- Do not risk harm to yourself or others.
- Do not physically struggle with a robber.
- NEVER try to grab a weapon.
- After a robbery, close and lock the premises. Do not re-open it until the police arrive.
- Do not touch anything that the robbers have handled. Cover objects with paper to preserve fingerprints.

Remember, under the Australian Occupational Health and Safety Legislation, business owners have a legal duty to provide a safe place to work. Make sure that crime-prevention procedures are in place to help protect your staff and to meet your legal obligations. For example, instruct staff on handling cash correctly, train staff in correct locking-up and opening-up procedures, arrange for police crime-prevention officers to assess security at your premises and develop site specific procedures to reduce the risk of robbery.

**Several sample policies, checklists and documents are provided at the Australian Institute of Criminology website [www.aic.gov.au/publications/rpp/33/](http://www.aic.gov.au/publications/rpp/33/).**

## INTRODUCING OUR NEW STAFF MEMBERS



**Marianne Taylor**  
Aged Care Program  
Coordinator

Marianne is an occupational therapist with a background in aged care. She completed a Master of Public Health in 2005 and has since worked at the Disability Services Commission and the South Metropolitan Public Health Unit.

Marianne comes to us with a strong background in aged care, hospital work, research, project management and GP liaison.



**Todd Anderson**  
Coordinator for FREQ StreetDoctor  
and Youth Health

Todd is a Registered Nurse with many varied professional experiences gained over 15 years of nursing. This includes both acute and community health in urban, rural and remote settings.

Todd has a passion for community and social justice which has seen him work for many years in remote aboriginal communities in central Australia. Todd is looking forward to developing the FREQ StreetDoctor service in the local community and invites you to drop down to the StreetDoctor van to say hello.

## HPV VACCINATION PROGRAM REGISTER Human Papilloma Virus

\* **As this register is not yet operational, all practices will be asked to collect and hold the information until it can be forwarded on later this year.**

A national HPV Vaccination Program Register (HPV Register) is being developed by the Australian Government to collect HPV vaccine data.

The proposed register will receive data on HPV immunisations for all girls from 12 to 18 years of age. Data for older girls and women, 18 to 26 years of age, should also be recorded until the funded program finishes at the end of 2008.

A \$6 administration fee (plus GST) will be paid to GPs by the Commonwealth for lodging each HPV immunisation encounter for 12 to 18 year olds once the register is operational.

Personal information collected on the register will not be made available publicly but will be used to;

- evaluate the impact of the HPV Vaccine Program on cervical cancer rates,
- issue reminders if the course is incomplete, and
- contact vaccine recipients if booster doses are required.

You can collect data by:

- Using your medical software. Step by step instructions for collecting HPV information using Medical Director, Genie and Zedmed software are available on Australian GP Network's website [www.adgp.com.au/site/index](http://www.adgp.com.au/site/index). Also included are instructions to help retrieve the information in a report format which can be sent to the register later in the year.
- If you do not have desktop software you are still encouraged to collect the data. Example templates that can be used with the required fields for the proposed register can also be found on the website [www.adgp.com.au/site/index](http://www.adgp.com.au/site/index). This spreadsheet can be populated and kept electronically or in hardcopy.

Fremantle GP Network staff can assist your Practice to submit the data when the register is operational.

**Meanwhile, if you have any queries please contact Gae Sawyer on 9319 0555, or email [gaes@fdgp.com.au](mailto:gaes@fdgp.com.au).**

## ADVERTISE YOUR PRACTICE VACANCIES ON THE FGPN WEBSITE

Fremantle GP Network is now advertising GP, Practice Nurse and Practice Manager vacancies on our website *free of charge* to member practices.

To view listed vacancies visit the Fremantle GP Network website at [www.frdgp.com.au](http://www.frdgp.com.au), select Workforce, Practice Vacancies.

For further information about this service contact Kelli Porter on 9319 0555 or look under Workforce on the Fremantle GP Network website.

## FREMANTLE HOSPITAL Referrals to Outpatient Clinics

Fremantle Hospital has advised that in some cases they are receiving multiple copies of the same referral, causing delays in the processing of referrals and affecting appointment times for patients. Can you please ensure that referrals are sent as follows:

**For general referrals:** The recommended method is via post to Outpatients Clinics, Fremantle Hospital, PO Box 480, Fremantle 6959.

**For Urgent Referrals:** Referrals that require immediate triage from the hospital RMO please send by fax on 9431 2391; these referrals should be clearly marked urgent. The relevant registrar may also be contacted via the hospital switch 9431 3333 to discuss best management.

Please note that the referral process for Mental Health Services remains unchanged:

- CAMHS (client < 18 years):  
Tel: Duty Officer 9528 0555 or 1800 280 555
- Adults/Older Adults:  
Tel: Duty Officer 9431 3555

## FREMANTLE GP NETWORK ANNUAL GENERAL MEETING and Cocktail Party

**Friday 14 September 6.30 – 9.00pm**

**Please ask GP Members at your practice to put this date in their diary. Invitations will be mailed out shortly for Fremantle GP Network's Annual General Meeting and Cocktail Party at the School of Medicine, University of Notre Dame, Fremantle.**

## MBS UPDATE

Due to requests from Practice Managers we have listed some of the Medicare Benefits Schedule changes/inclusions that have occurred since November 2006.

### JULY 2007

#### Item 10997

#### **Provision of Monitoring and Support to People with a Chronic Disease by a Practice Nurse or registered AHW on behalf of a GP**

The item was introduced to provide an MBS rebate (\$10.60) for **Practice Nurses** and registered Aboriginal Health Workers to provide ongoing support and monitoring, for patients with chronic diseases for, and on behalf of, general practitioners.

This will assist patients who require access to ongoing care, frequently for relatively routine treatment, and ongoing monitoring and support between more structured reviews of a care plan by the patient's GP. There is a maximum of 5 services per patient in a calendar year. The GP does NOT have to see the patient on the same day to claim this item.

#### Item 718 and Item 719

#### **Health Assessments for People with an Intellectual Disability**

Item 718 - at consulting rooms for a health assessment of a patient with intellectual disability. (\$199.60)

Item 719 - not being an attendance at consulting rooms, a hospital or RACF for a health assessment of a patient with intellectual disability. (\$222.05)

These items require an assessment similar to the Over 75 Annual Health Assessment.

### MAY 2007

#### Items 81100 to 81125

#### **Allied Health Group Service under Medicare for Patients with Type 2 Diabetes**

These new items numbers will allow people with type 2 diabetes to receive Medicare rebates for group services provided by eligible diabetes educators, exercise physiologists and dieticians, on referral from a GP. These services are in *addition* to the 5 individual allied health services available to eligible patients each calendar year under items 10950 to 10970.

#### Items 2710, 2712, 2713

#### **Better Access to Psychiatrists, Psychologists and General Practitioners**

The previous PIP Mental Health item numbers are no longer available, these have been replaced with the "Better Access Initiative" (items 2710, 2712, 2713). This initiative will increase community access to mental health professionals and team-based mental health care, with general practitioners encouraged to work more closely and collaboratively with psychiatrists, clinical psychologists and other allied mental health professionals.

### MARCH 2007

#### Items 1, 2, 601 & 602

#### **Emergency Attendance After Hours**

A number of minor changes were made to the emergency after-hours MBS items for GPs. Changes include replacing the term "emergency" with the term "urgent"; allowing requests for urgent attendances, including surgery consultations, to be taken up to two hours prior to commencement of an after-hours period; and allowing regular providers of after-hours services to use the urgent after-hours home visit items.

Current MBS information is available from **MBS Online** at [www.health.gov.au/mbsonline](http://www.health.gov.au/mbsonline).

## IM UPDATE

### **Broadband for Health Incentive Payment Extended to December 31 2007**

- The financial incentive available to take up a qualified broadband service will continue until 31 December 2007.
- The incentives levels will continue at the current rate.
- New applicants and Eligible Practices whose contract is due for renewal on or before 31 December 2007 can renew their service for a further twelve months and claim the incentive applicable to their location.

### **HCN and Vista – Not compatible**

Please be aware when purchasing new PCs that MD2, MD3 and Pracsoft are not Vista compatible. HCN is currently working on this issue and hopefully we can give you some good news soon.

If you are considering buying a new PC please talk to your vendor about alternatives to Vista.

### **Electronic Discharge Summaries**

Fremantle Hospital can now send discharge summaries electronically. If you would like to receive your summaries electronically you need to sign up with Healthlink, which ensures a secure messaging environment. You can contact healthlink via the web at [www.healthlink.net](http://www.healthlink.net) or by calling 1800 125 036.

### **IM @ GP Network**

Fremantle GP Network can assist your practice with information management; therefore if you have training needs or questions about your software please contact me on 9319 0555 or email [suzannev@frdgp.com.au](mailto:suzannev@frdgp.com.au). At this time we do not give IT support, however if you are having difficulties and do not have a regular provider we can assist you in your search.

**Suzanne Velarde**  
**Business Development and**  
**Information Management**



## PROFILE

**Anne Dowsett**  
Fremantle Women's Health Centre  
114 South Street, Fremantle  
9431 0500

**How long have you worked at Fremantle Women's Health Centre?**

Two and a half years.

**What is your role at Fremantle Women's Health Centre?**

Senior Receptionist.

**What is your next planned project at Fremantle Women's Health Centre?**

The filing system— but I am going on holiday first!

**How do you intend to celebrate the successful completion of this project? Walk the Bibbulmun Track? Swim to Rotto,**

Go to Bali.

**Where would you like to go on your next holiday?**

Bali.

**Where are you actually going on your next holiday?**

Bali.

**What famous person would you like to sit next to at the next workshop you attend? And Why?**

Elvis Presley—love his music!

**If you were not working at Fremantle Women's Health Centre where would you like to be, or who would you like to be?**

Lady of Leisure!

**What/who is your favourite?**

<b>Car</b>	Mercedes	<b>Author</b>	Jodi Picoult
<b>Shop</b>	Myers	<b>Drink</b>	Gin and Tonic

**And finally, If you were shipwrecked on a deserted island name what/who you would like with you?**

**3 people** Husband and twins

**2 foods** Chocolate, fruit

**2 books** Tom Clancy & Kathy Reichs

**1 Pet** Josh—the pet poodle

**Thank You Anne**

**Who will be featured in our next issue?**

To nominate someone from your Practice please contact Suzanne Badham on 9319 0555 or email [sub@frdgp.com.au](mailto:sub@frdgp.com.au)

## FREMANTLE GP NETWORK EVENTS

**August 26**

**City to Surf Fun Run**

**September 5**

**Lifescrpts**

Focus Group for GPs and Practice Nurses

6.30pm - 7.30pm

FGPN, 10 Silas Street, East Fremantle

**September 14**

**Annual General Meeting**

University of Notre Dame , Fremantle

**October 24**

**Asthma Update**

For further details please contact Jesse Pearse via [jessep@frdgp.com.au](mailto:jessep@frdgp.com.au)

**Healthy Lifestyles Workshop Series**

For GPs, Practice Nurses, Practice Managers, Practice Staff.

Tools, tips and tactics towards healthier lifestyles for Chronic Disease Patients

FGPN, 10 Silas Street, East Fremantle

**18 September 2007**

Workshop 1

Tools and how to apply them

**26 September 2007**

Workshop 2

Tips and how to implement them

**3 October 2007**

Workshop 3

Tactics and how to employ them

**More information on above workshops –available soon!**

**Coming event ... arriving late October 2007.**

An opportunity for all Practices to discover what the National Primary Care Collaboratives (NPCC) is all about! An excellent opportunity to start making improvements within your practice.

**Please Contact Kelli Porter, Suzanne Badham or Gae Sawyer on 9319 0555 for further information.**

Fremantle GP Network constantly strives to improve the quality and range of services to our practices and welcomes positive feedback and complaints. We invite you to send your comments to [reception@frdgp.com.au](mailto:reception@frdgp.com.au)