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1 Medicare

1.1 Introduction

It is recommended that you Subscribe to the MBS updates by visiting <u>http://www.mbsonline.gov.au/internet/</u>mbsonline/publishing.nsf/Content/FAQ-How_To_Subscribe

- When you subscribe, you will be notified of changes to the MBS Schedule as and when they occur from MBS Online.
- This website has information about the latest changes that have occurred in the MBS Schedule and whether these changes affect exam codes that are used by your practice.



Home / Help / FAQ's /

How to Subscribe to MBS Online

This page is designed to provide information to assist users to subscribe to receive MBS Online updates.

Page last updated: 15 October 2008

Subscribing to MBS Online is simple and best of all - it is free.

There are four simple steps to get subscribed.

- 1. Access the <u>MBS Online Subscribe</u>
 [™] webpage.
- 2. Enter your email address and press the 'Subscribe' button.
- 3. The following advisory note will be displayed Click the 'Back to the subscribe page' link.
- A confirmation email will be sent to you outlining further instructions. From this email simply complete the 'Confirm subscription to the MBS' form.
 - · Enter your name in the 'Your real name' box.
 - · Select the boxes of the categories you wish to be subscribed to.
 - · Enter and confirm your password.
 - · Press the 'Confirm my subscription' button.





1.2 MBS File Location

For the convenience of our Australian customers we have placed files on our website which are available to download and use to update your *Medicare Schedule* in COMRAD.

These can be found here https://comrad.co.nz/medicare-dva/

Alternatively, you can find these files on MBS Online

Medicare: http://www.mbsonline.gov.au/internet/mbsonline/publishing.nsf/Content/downloads



The 1 July 2018 Medicare Benefits Schedule (MBS) XML file is now available to download. For details visit the July 2018 Latest News page.

Please note: The files listed on this page provide general information on the arrangements for the payment of Medicare benefits. These arrangements operate under the *Health Insurance Act* 1973 (as amended). These files are not legal documents, and, in cases of discrepancy, the legislation is the source for payments of Medicare benefits.

Click here to find out what legislation covers the Medicare Benefits Schedule.

Click on the links below to find out more information on:

- When the next update to the MBS is scheduled.
- How to order a printed version of the Schedule.



1.3 Download the latest Medicare schedule XML file format.

From the COMRAD Web site

- Step 1 In your web browser navigate to https://comrad.co.nz/medicare-dva/
- Step 2 Download the mbs.xml file and Save it onto your desktop
- Step 3 Follow this User Guide to import the file into COMRAD

From the Medicare Online Website

- Step 1 In your web browser, navigate to the MBS Online website:
- Step 2 http://www.mbsonline.gov.au/internet/mbsonline/publishing.nsf/Content/downloads
- Step 3 Select the latest XML file

Most Recent Files

The November 2022 XML file is available from the November 2022 downloads page

The October 2022 XML file is available from the October 2022 downloads page

The September 2022 XML file is available from the September 2022 downloads page

The August 2022 XML file is available from the August 2022 downloads page

Step 4 Scroll down the page to the **Data File(XML)** section, **right-click** on the XML download file link, and click "Save Target As..." (or "Save link as ...") on the popup men

File type	0	ownload options		Notes
XML XML help II	XML (7.4***	Open link in new tal	ndow	
MBS Classification	(CSV 33)	Open link in incogn	to window	
- AND		Save link as		
Relative Value Guide (RVG)	(TXT 15 F	Copy link address		
MBS Historical Information	🛓 - PDF	Inspect	Ctrl+Shift+1	

Step 4 In the Save As directory list, choose Desktop in the tree on the left-hand side. Click the Save button

Co . IE Deiktop +	• 49 Search Desitop	P
Organiza • New folder	E •	0
Fire name: 201501-XML.and	Name Sy Ubraies 19 Computer Network	
Seve in type: XML Document	Save	



1.4 Import Latest MBS into COMRAD

To Import the MBS into Comrad:

Step 1 In COMRAD, navigate to your Import Price Schedule screen



Step 2 Set Import Format to Medicare Benefits Schedule (XML)

Import Format	CSV File	•			
Effective From	CSV File				
	Medicare Benefits Schedule				
Charging Scheme	AMA Price Schedule				
	Medicare Benefits Schedule (XML)	Ν			
	Load The	Ъ			

Step 3 Set *Effective From* to a future date and time that the price list will be active from

Note: The **Effective From** date and time should be set prior to the active date to mitigate potential for gap calculator issues (E.g. Where the active date should be 01/11/2022, the **Effective From** date in this scenario should be 31/10/2022 23.59)

Step 4 Set Charging Scheme to the pricing list you use for your Medicare Schedule Fee

Note: The name of this pricing list may be different between customers. Please use the price list that your site uses for the Medicare Scheduled Fee. If you are not sure, please contact the COMRAD helpdesk.



Step 6 Change the *Look In* folder to *Desktop*

Step 7 Click on the saved MBS XML file and click Open



Cook ju	Desktop			
Name		Size	item type	Date modified
Network	k MLxml	892 byt 8.36 MB	8/12/14 10:2 Shortcut XML Docum	20/08/2014 30/01/2015
File <u>N</u> ame:	201501-XML.xml			

Step 8 Highlight the top row then click on the *Everything* button

Note: All boxes in the Import column should now be ticked

				Import Fo	mat N	Medicar	e Be	nefit	s Schedule (X	(ML)				
				Effective	From 0	1/02/2	015			00:01				
				Charging Scheme					2					
					Ē	Load	File							
				Selection Toggles	Items	in DB	1		Selected Grou	p	Selecte	ed Category	Everything	D
Exam	▲ 1 Categ	Gro.	Sub-gr	Selection Toggles	Items	in DB	•	7	Selected Grou Requested	Provide	Selecte r Type	ed Category Process Derived	Everything	R
Exam	▲1 Categ	Gro.	Sub-gr1	Selection Toggles Short Description Professional attendanc	Items 10 \$	in DB	**	7	Selected Grou Requested	P Provide	Selecte r Type	ed Category Process Derived	Everything d Import	5
Exam. 00003 00004	▲ 1 Categ	Gro.	Sub-gr 1 1	Selection Toggles Short Description Professional attendanc consultation at a place	Items 10 \$	in DB 0% 16.95 \$0.00	*: 5. 5.	7	Selected Grou	Provide	Selecte r Type	ed Category Process Derived No Yes	Everything	5
Exam 00003 00004 00020	• 1 Categ	Gro. A1 A1 A1	Sub-gr 1 1	Selection Toggles Short Description Professional attendanc. consultation at a place consultation at a reside.	Items 10 \$	0% 16.95 \$0.00 \$0.00	*: 5. 5. 5.	7	Requested	Provide	Selecte r Type	ed Category Process Derived No Yes Yes	Everything	4

Step 9 Click the Save button. After a few seconds you will see the Progress panel on your screen



Step 10 When the import is complete the panel will say Data Import completed. Click OK

Information	₫
Data Import completed.	
ок	

Step 11 Click the Close button on the Exam Schedule Importer screen



1.5 Check MBS Price List In COMRAD

To confirm the latest MBS fees have imported into Comrad:

Step 1 In COMRAD, navigate to your Single Pricing Scheme screen



- Step 2 Select All Exams
- Step 3 Select the Pricing Scheme that represents your Medicare Schedule Fee
- Step 4 Select Search

🕴 PRS -	ACCOUNTS: Single	e Pricing Sc	heme						- ⊏ ⊡ ⊠
SEARCH	ł: 🖲 <u>E</u> xams	ALL							Sea <u>r</u> ch
	O <u>I</u> tems						Add O Remove		
[Pricing Scheme	SCHEDULE			Date 17/07/2	2018 🕂 🍱	Find Active Exam	ms Only 📃 Tax	Incl.
Active Date	e 17/07/2018	15:02	Active	Price Detail	s Only				
Code	Descript	ion	Tax	Tax Rate	Price	Alt. Code	Alt. Description	Active Date	End Date
57515LH	LEFT HAND & WR	IST (OF016)	NOTAX	0.0 %	\$54.00	57515		26/06/2018 15:52	·
57515L	LEFT HAND, WRIS	ST & FORE	NOTAX	0.0 %	\$54.00	57515		26/06/2018 15:52	
57515LW	LEFT WRIST & FO	REARM (O	NOTAX	0.0 %	\$54.00	57515		26/06/2018 15:52	
57515RE	RIGHT ELBOW & H	HUMERUS	NOTAX	0.0 %	\$54.00	57515		26/06/2018 15:52	
57515RF	RIGHT FOREARM	& ELBOW	NOTAX	0.0 %	\$54.00	57515		26/06/2018 15:52	
57515RH	RIGHT HAND & W	RIST (OF0	NOTAX	0.0 %	\$54.00	57515		26/06/2018 15:52	

Note: If you have selected your new MBS fees to have a start date in the future then you will have an **Active Date** and **End Date** for the current fee. A new **Active Date** for when the new price list is to be made available.

0 PR\$ - /	ACCOUNTS: Single Pricing Sche	me						ំ ខើ	
SEARCH	Exams - ALL							Search	
	O įtems				🖲 Add	O Remove			
	Pricing Scheme SCHEDULE		- Date	26/06/2018	1	Find Active Exams Only	Tax Incl.		
Active Date	26/06/2018	Active Pri	ce Details Only						
Code	Description	Tax	Tax Rate	Price	Alt. Code	Alt. Description	Active Date	End Date	
57515LF	LEFT FOREARM & ELBOW (O	NOTAX	0.0 %	\$54.00	57515		26/06/2018 15:52		
57515LH	LEFT HAND & WRIST (OF016)	NOTAX	0.0 %	\$54.00	57515		11/04/2018 12:49	26/06/2018 15:51	
57515LH	LEFT HAND & WRIST (OF016)	NOTAX	0.0 %	\$54.00	57515		26/06/2018 15:52		
57515LH	LEFT HAND, WRIST & FOREA.	NOTAX	0.0 %	\$54.00	5/515		11/04/2018 12:49	26/06/2018 15:51	-
57515LH	LEFT HAND, WRIST & FOREA	NOTAX	0.0 %	\$54.00	57515		26/06/2018 15:52		



1.6 Update your Medicare Max Gap / Greatest Permissible Gap (GPG) amount

If there are changes to the *Medicare Maximum Patient Gap* (*Medicare Gap*) or *Greatest Permissible Gap* (*GPG*) it will be stated under the *Latest News Page* of the relevant MBS update (normally 1st of November).

The Latest News Page can be found here <u>http://www.mbsonline.gov.au/internet/mbsonline/publishing.nsf/Content/</u>news

To update the Medicare Gap:

Step 1 In COMRAD, navigate to your *Single Pricing Scheme* screen



Step 2 Click on the *Medicare Gap* button

SEARCH: <u>E</u>xams 	- NONE				Search
◯ <u>I</u> tems		 A 	dd 🔾 Remove		
Pricing Schem	SCHEDULE	▼ Date 17/07/2018 - 10	Find Active Exams Only	Tax Incl.	
tive Date 17/07/2018	15:28 🖌 Active Pri	ce Details Only			

Note: Your current Medicare Gap record should have the latest gap amount and no End Date

Gap Amount	Active Date	End Date	Last Chang	ed by
\$63.90	01/01/2006 00:00	31/10/2007 23:59	null COMRAD, SUPERU	SER
\$65.20	01/11/2007 00:00	31/10/2008 23:59	01/11/2007 COMRAD,SU	JPERUSER
\$68.10	01/11/2008 00:00	31/10/2009 23:59	30/06/2009 COMRAD,SU	JPERUSER
\$69.10	01/11/2009 00:00	01/11/2010 07:28	30/10/2009 COMRAD,SU	JPERUSER
\$71.20	01/11/2010 07:29	31/10/2011 23:59	01/11/2010 COMRAD,SU	JPERUSER
\$73.70	01/11/2011 00:00	31/1 2012 23:59	26/10/2011 COMRAD, SU	JPERUSER
\$76.40	01/11/2012 00:00	30/06/2014 23:59	25/10/2012 COMRAD, SU	JPERUSER
\$76.20	01/07/2014 00:00	31/10/2014 23:59	20/06/2014 COMRAD, SU	JPERUSER
\$78.40	01/11/2014 00:00	08/05/2015 13:29	29/10/2014 COMRAD, SU	JPERUSER
\$76.40	08/05/2015 13:30	08/07/2015 10:49	08/05/2015 COMRAD, SU	JPERUSER
\$78.40	08/07/2015 10:50	01/11/2016 00:00	08/07/2015 COMRAD, SU	JPERUSER
\$80.20	01/11/2016 00:01	01/11/2017 00:00	12/07/2018 COMRAD, SU	JPERUSER
\$81.70	01/11/2017 00:01		12/07/2018 COMRAD, SI	JPERUSER
		_		-
		Ad	d <u>S</u> ave Canc	e <u>l C</u> los

Step 3 Click the *Add* button. This will insert a new row and will add an end date to your current *Medicare Gap* record



Step 4 Edit the Gap Amount field to reflect the new Medicare Gap Amount

Medicare Gap			- 2 D
Gap Amount	Active Date	End Date	Last Changed by
\$87.90	28/04/2022 11:16	31/10/2022 23:59	28/04/2022 COMRAD, SUPERUSER
\$93.20	01/11/2022 00:00		19/10/2022 COMRAD, SUPERUSER
		Ad	d <u>S</u> ave Cance <u>l C</u> lose

Step 5 Edit the new *Active Date* to show the date the new gap comes into effect with the time of 00:00 (eg.01/11/2022 00:00)

Step 6 To update the new Active Date and the End Date, select Enter on your keyboard.

Note: Check that all the dates and times correlate, i.e.. End Date/Time is before the Active Date/Time

Step 7 Select Save



1.7 Activate Exam Codes for New Exams

Review the changes to the MBS by following the *Latest News Page* of the relevant MBS update. Identify any new *Exam Codes* that are applicable to your business.

The Latest News Page can be found here <u>http://www.mbsonline.gov.au/internet/mbsonline/publishing.nsf/Content/</u><u>news</u>

If you have updated the MBS using the XML file, the *Exam Codes* will already be available in COMRAD they just need to be activated.

To activate new Exam Codes:

Step 1 In COMRAD, navigate to your *Exam Code* Maintenance screen



Step 2 Untick the Active Only checkbox

💣 EXM - EXAM: EXAM	CODES Maintenance					r 🛛 🖂
SEARCH: 63541	B	y Exam Code 🔲 Active	e Only Show Price List Exam Type(s) - AL	L-		Search
Exam Code 🔺 1	Exam Serial 🔺 3	Work Units A 2	Exam Description	Body Part	Exam Type	Active
63541	10023	0	Multiparametric Magnetic Resonance Imagi			×

- Step 3 Type in the new MBS *Exam Code* into the *Search* field
- Step 4 Select Search
- Step 5 Highlight *Exam Code* to be updated
- Step 6 Click the **Details** button to open the new **Exam Code**



🔗 EXM - EXAM: EXAM C	ODES Mainte	nance							¤ ⊠	\boxtimes
Code 63541			Description Mu	Itiparametric	Magnetic Resonance	Imagi	Active 🖌	01/07/2018		
Body Part PELVIS			Exam Type MF	RI			Subgroup			-
Core Details Examin	ation Links	Dosage C	harts and Panels							
Work U	nits 0		RVU		MAYO			Tax Code		•
Machine Gro	up	-	Films Required		Amount	0				
Codeo	by RADIOG							Medicare Code 6354	Details	
Resul	by RADIOL				Result Type	REPORT	-	Quick Report		-
Verified	by RADIOL				Verifying No. of Staff	1RI	-			
For Case T	pe BULK BI	LL			Derived Procedure		Post Pro	ocessing Required 📃		
Attending Clinicians										
Clinicia	n 1 None	-	Mandatory		Extended Description	00 11 20% 01 0101	гереал пон ехсее	us p.p ng/m, or(m/m a p	erson under 70	
Clinicia	n 2 None	*	Mandatory		years, whose risk of double the average	developing p	rostate cancer bas	sed on relevant family his ormed within an interval	story is at least of 1-3 months are	
Clinicia	n 3 None	~	Mandatory		greater than 2.0 ng/r	nl, and the fre	e/total PSA ratio is	s less than 25%; or(iv) in	a person 70	
Clinicia	n 4 None	-	Mandatory		than 5.5ng/ml and th	e free/total PS	SA ratio is less that	an 25%. using a standar	dised image	=
Clinicia	n 5 None	*	Mandatory		Dynamic Contrast E	nhancement ((unless contraind	cated) (R) (K) (Anaes.)	ging, and	•
r Pricing Scheme										
Default Scheme SCHEI	ULE	Pric	ce \$450.0	00						
Active Date 01/07/	018 00:01	Tax Inc	d. \$450.0	00 NOTAX 0	00 %					
Alt Code 63541		Alt Descriptio	on						Scheme List	
Last Status Change: 26/0	6/2018 Last	Change by SU								
Aud <u>i</u> t <u>D</u> uplicate								Save	Back <u>C</u> lose	
Description for the alterna	tive examinat	ion code.							Profiles	

Step 7 Tick the *Active* checkbox

Step 8 Enter the *Active Dates* to a future date and time that the price list will be active from

Step 9 Enter all other examination code data required for use in your system. The following fields need to be completed:

- Exam Description
- Body Part
- Exam type
- Work Units
- RVU
- Mayo
- Tax Code
- Machine Group
- Result Type
- Verifying No. of Staff
- Coded by
- Result by
- Verified by
- Case Types
- Medicare Details button, tick LSPN if required all other Medicare detail would have come in from the MBS



P EXM - EXAM: EXAM	CODES Mainten	ance							° 0' 🛛
Code 63543			Description	MRI Prostate		A	ctive 🕑 26/06/2018		
Body Part PELVIS		-	Exam Type	MRI		- Subgr	oup		-
Core Details Examin	nation Links	Dosage Charts	and Panels						
Work Units	100	R	VU 100.0	MAYO	100		Tax Code	NOTAX	7
Machine Group	ANY	Films Requi	red 💌	Amount	0				
Coded by	RADIOL, RAD	IOG					Medicare Code	63543	Details
Result by	RADIOL		1	Result Type	REPORT	-	Quick Report		
Verified by	RADIOL			Verifying No. of Staff	1RI	-			
For Case Type	PRIVATE, BUI	K BILL, FUNDONL	NE, PIP	Derived Procedure	0	Post P	rocessing Required		
Attending Clinicians									
Clinician 1	None	- D Marsdato		Extended Description	on				
Clinician 2	None	- D Mandato		Multiparametric Mag request for the scan	identifies:(i) the p	imaging scan of th atient is under acti	e prostate for the ass ve surveillance follow	ing a confirm	ancer: if the ed diagnosis of
Clinician 3	None	- El Mandato		prostate cancer by t prostate cancer, usi	hiopsy histopatholo ng a standardised	gy; and(ii) the pati image acquisition	ent is not planning or protocol involving T2	undergoing to Weighted Im	reatment for aging, Diffusion
Clinician 4	None	- D Mandato		Weighted Imaging,	and Dynamic Cont	rast Enhancemen	t (unless contraindica	ated)(R) (K) (A	naes.)
Clinician 5	None	Mandato							
r Pricing Scheme				-0-					
Default Scheme SCHE	DULE	Price	\$450	0.00					
Active Date 26/06	2018 15:52	Tax Incl.	\$450	0.00 NOTAX 0.00 %					
Alt Code 63543		Alt Description							Scheme List
Last Status Channer 26/	06/2018 Last C	hange by SU							
Audit Duplicate								Save Ba	ick <u>C</u> lose
The case types that are a	appropriate for th	ais examination.						_	Profiles

Code	63543		
Group	15	Subgroup 19	
Benefit Indicator	75 AND 85%	×	
Exam Referral Type	Requested 💌		
Medicare Service Type	Specialist	Required LSPN	
Default Modifier	None		
NFC Pair		Combined Code	
		ок с	ancel

Step 10 Select Save

Step 11 Select the appropriate Medicare Outpatient billing rate



MBS Percentage	MBS Exam Codes
95%	Exam Codes beginning with 55 through to 63
85%	All Other Exam Codes



1.8 Deactivate Exam Codes for New Exams

Review the changes to the MBS by following the Latest News Page of the relevant MBS update. Identify any *Exam Codes* that are to be deactivated.

The Latest News Page can be found here <u>http://www.mbsonline.gov.au/internet/mbsonline/publishing.nsf/Content/</u><u>news</u>

To Deactivate existing Exam Codes:

Step 1 In COMRAD, navigate to your *Exam Code* Maintenance screen



Step 2 Type in the MBS *Exam Code* into the *Search* field

🔗 EXM - EXAM: EXAM	CODES Maintenance					r ⊠
SEARCH: 63541	E	By Exam Code 🔽 Ac	tive Only 🧧 Show Price List Exam Type(s) 🗕	ALL		Search
Exam Code 🔺 1	Exam Serial A3	Work Units A2	Exam Description	Body Part	Exam Type	Active
63541	10023		0 Multiparametric Magnetic Resonance Imagi	PELVIS	MRI	\checkmark

- Step 3 Select Search
- Step 4 Highlight *Exam Code* to be deactivated
- Step 5 Click the *Details* button to open the existing *Exam Code*



PEXM - EXAM: EXAM	I CODES	Maintena	ince									▫▫◪⊠
Code 63541					Description Mu	Itiparametric	Magnetic Resonance	Imagi	Active	17/07/2018		
Body Part PELVIS				-	Exam Type MR	રા			 Subgroup 			-
Core Details Exam	mination I	Links [Dosage	Chart	ts and Panels				- 90 - 32			
Work	Units 0				RVU	333.33	MAYO	0		Tax Code NC	TAX	-
Machine	Group A	NY	-		Films Required	~	Amount	0				
Co	ded by R	RADIOG								Medicare Code 63	541	Details
Re	sult by R	RADIOL					Result Type	REPORT	-	Quick Report		
Veri	fied by R	RADIOL					Verifying No. of Staff	1RI	-			
For Cas	е Туре 🛛 В	IULK BILL					Derived Procedure		Post	Processing Required		
Attending Clinician	s											
Clini	cian 1 N	one					Extended Description	00 11 20 % 01 11 e	гереалгонем	eeus oto ng/mi, or(iii) in a	personiu	
Clini	cian 2 N	one					years, whose risk of double the average	f developing p risk at least t	rostate cancer wo PSA tests n	based on relevant family h	istory is a	it least
Clini	ician 3 N	one		-			greater than 2.0 ng/	ml, and the fre	e/total PSA rati	io is less than 25%; or(iv) i	n a perso	n 70
Clini	cian 4 N	one	3	2			than 5.5ng/ml and th	ne free/total P	SA ratio is less	than 25%. using a standa	rdised im	age =
Clini	ician 5 N	one					Dynamic Contrast E	involving 12 v nhancement	veighted imagi (unless contrai	ing, Diffusion Weighted Im indicated) (R) (K) (Anaes.)	aging, an	a
r Pricing Scheme												
Default Scheme SCH	HEDULE	1	Р	rice	\$450.0	00						
Active Date 01/0	7/2018	00:01	Tax	Incl.	\$450.0	00 NOTAX 0.	00 %					
Alt Code 635	41		Alt Descrip	tion							Sch	neme <u>L</u> ist
Last Status Change: 1	7/07/201	8 Last Ch	ange by Sl	J								
Aud <u>i</u> t <u>D</u> uplica	ate									Save	<u>B</u> ack	Close
Activates / deactivates	the exam	code.										Profiles 📊

Step 6 Untick the *Active* checkbox

Step 7 Select Save

Step 8 Select the appropriate Medicare Outpatient billing rate (even though you are deactivating the Exam Code)



MBS Percentage	MBS Exam Codes
95%	Exam Codes beginning with 55 through to 63
85%	All Other Exam Codes

Note: If deactivating an Exam Code the following message appears, select Ok

Con	firm 🛛
?	Deactivating the exam will remove the exam from data groups which required for Medicare discount. Delete the exam from group ITM9?
	OK Cancel