# SUNIX RETAIL

## SUNIX Vision Medicare (Web Services) User Guide

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# Outline

This document contains instructions to set up SUNIX Vision with Medicare Web Services.

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# Setup Provider

- The optometrists will need to have a <u>PRODA</u> Individual account
  - PRODA (Provider Digital Access)
     How to register for an Individual account
     At Step 3 Match existing services, link your PRODA individual account to the

     Medicare Online service

Go to Maintenance, Optometrist/Doctor's Details. For every optometrist in the practice, set up both the Servicing Provider No and Payee Provider No.

(For multiple branch setup, each optometrist must have a different Optometrist code for each location so that each Optom Code will have the provider number for that location)

# **Changing Provider Numbers**

The following procedure can be used when an optometrist needs to change provider numbers. It is recommended to leave some buffer time between using the old and new provider number.

### Before changing Provider Number

- Ensure that all claims that need to be submitted on the old provider number have been submitted.
- All reports for claims on the old provider should be downloaded
- For newly created items that should be submitted on the new provider number, these items can be created but must NOT be claimed yet. Ensure that items for the different provider numbers are not in the same batch.

### Change Provider Number

Go to Maintenance, Optometrist/Doctor's Details, select the optometrists and modify the pr vider number.

### After changing Provider Number

- Claims for the new provider number can be submitted
- Reports for the new provider can be downloaded

### Troubleshooting

If you need to use medicare with the old provider number then you should contact SUNIX to work out the best solution to meet your exact requirements.



# **Patient Verification**

😬 Patient details -	Gertrude Haynes (# 9993) Bal \$ 148.20	
Title	Mr Ref No: 9993 Haynes	^
Given Name	Gertrude	
Surname	Haynes	
Known As	Sex M	~
Date of Birth	25/08/1952 Age 68 Former Name	Inst IxFace
		Contact Pref
Property	11 Cynthia St	Postal Addr
Street		To Do
Cubuch	D-2	<u>H</u> istory
Suburb		C <u>o</u> de
Home Phone	Work Phone	Frame App
		Pat Photo
E-Mail	Fml Mobile SMS	External Ref
Medicare No	3950-74758-1 1 / FW Madicasa Number Charle	Letter Insert
medicale No		Helation
Other No	VR Veteran Number Check	11
Health Fund	Hobby	
Ophthmolgst	Account Last Consult // First Cons	sult //
Doctor (GP)	Recall Y Next Recall // Log Rc Last Rec	all //
Last Optom	SF Correct Addr Y Next Recall Ltr Recall.doc Last Full C	con 28/07/2021



### Medicare Number validation

Please Click [V] Button to validate



#### (Option) Enter Service Date

💁 Medicare Verify	<b>×</b>
Service Date :	17/08/2021
<u>0</u> K	Cancel

Result :

Medicare Verifica	tion	<b>—</b>
Medicare Status :	Code : 0 Text : Patient is eligible to claim for Medicare with details provided.	
	Update Medicare Numbers Close	

Code : 0 – No Problem Found

Medicare Status :	Code : 9650 Text : The card number and/or patient details submitted did not match Medicare checks. Please verify the details and resubmit with additional information if available.	<b>~</b>
	Update Medicare Numbers Close	

Code : Error Code

Text : RAW text return from Medicare

Modicaro Status :		
metricale status.	Code 19633 Text : A new Medicare card has been issued. Please confirm your records with the patient and if required update for any future claims.	î
		¥
MedicareCard Number :	6951-39335-1	
Reference Number :	2	
First Name :	SAM	

Result with update information

Code : Error Code

Text : RAW text return from Medicare

Update Medicare Number Button : Click to update Patient Medicare Number and Reference Number



### Veteran Number validation

Please Click [V] Button to validation

Other No	1	F			
----------	---	---	--	--	--

Result

Medicare Status :	Code : 0 Text : Patient is known to DVA with details provided.	^
		~
Veteran File Number :	No Return Error.	
Veteran Entitlement :	PTEC	
Veteran Entitlement :	PTEC	

Code : 0 – No Problem Found

💁 Online Medicare Verifica	tion	
Medicare Status :	Code : 9650 Text : The Veteran File Number and/or patient details submitted did not match Veteran checks. Please verify the details and resubmit with additional information if available.	<b>^</b>
	Update Veteran Number Close	

Code : Error Code

Text : RAW text return from Medicare

Modicaro Status :		
metricale status.	Code : 8005 Text : Patient Verification has been completed however patient details were not an exact match. Please check Veteran File Number and name before claiming.	Ŷ
		Ŷ
Veteran File Number :	NX901487	
Veteran Entitlement :	PTEC	
First Name :	KERRIE	
Family Name:	ERNIE	

Result with update information

Code : Error Code

Text : RAW text return from Medicare

Update Veteran Number Button : Click to update Patient Veteran Number



# Medicare Bulk Billing (MC)

### **Entering Medicare Bulk Billing**

- 1. At the Patient Details screen, the patient must have the Medicare Number (including the Medicare Ref/Pos number next to it) and Date of Birth entered.
- 2. From the Consultation screen, you can create a Medicare Bill by clicking onto "Consult" at the top menu and then "Create Medicare Consultation Billing", or press Ctrl M.
- 3. Alternatively, without going through the Consultation screen, go directly to the Billing screen to manually create a Bill and type in "M" for Medicare at the "By" column, and then the Item No.
- 4. At Print, select "Medicare Online Direct Bill Assignment Advice". This will default to one copy, for the patient.

### Enter claiming item additional information

The additional information applies to Medicare, Veteran and Patient Claim

🔒 Billi	ing details - Gertri Billing Deta -	ude Haynes (# 9993)	40001642		Extra Info		Sala Tura/Ca	togon	
	Order No :	04/00/2021	70001042	Service	Date : //		Sale Typerca	ale By	
	Provider :	SF		Status :	Entered	Link t	his Discount/Rebate	to Bill	
By	Otv	Prod Code	ltem No	F	Health Fund Descripti	nn		Tax %	Amount \$
М	1		23	F	Patient Opening Balar CONSULTATION AT C	ICE CONSULTING ROOMS			148 20 33 24
	Patient Cha GST On Cha	arges \$ arges \$	0.00	Last Pay New Pay	ment F7 ment F8		Payment on thi Patient Closing Bala	is Bill ance \$	0.00 148.20
	Medicare E Other Bulk E	Billing \$	0.00	Reverse Bi	III Patient Claim	Patient Ov	verall Balance on 25/	/08/2021	330.95

In the billing screen

Press [Ctrl+F12] or [Extra Info] to open additional information page



#### Additional Information Page ( billing )

By Item No	Amount \$	Bulk Billing No	p Pat Rebate More Detail
P 10916	34.80		Detail Clear
			Detail Clear
Circle Maustan and D			_ Veterans Claim
			Accepted Disability
** Single Voucher for Multiple Services			Claiming Travelled 0 KM (Distance must be >10KM)

Press [More Detail] to show all options in the billing. Press [Detail] to show claim item additional information page

#### Addition Information [Full Item]

By	ltem No	Amount \$	Bulk Billing No	Pat Rebate	Less Detail
Р	10916	34.80		Detail Clear	
				Detail Clear	
				Detail Clear	
				Detail Clear	
				Detail Clear	
				Detail Clear	
				Detail Clear	
				Detail Clear	
				Detail Clear	
				Detail Clear	
Single V	′oucher ** 🗌		Γ	Veterans Claim	Vietange must be >10/14 3
** Sing	le Voucher for Multiple Services		L		
Additiona	I Information			Medicare Bulk Bill	
	Servic	e Type 🛛 🛛		Requesting Detail	
Referring   Revied C	Detail	Months / 19%	,,	Type Code	
Override	e Type		·	Provider Number	Issue Date / /
Provider	r Number	ssue Date /	/		
Provider	r Name				
<ul> <li>Field</li> </ul>	must be entered				



### Additional Information Page ( claim item )

💁 Bulk Billing Batch No	0	×
Time Duration Time of Service Service Text	0 15 Min / UNIT : (24H)	More Detail
Medicare Bulk I Not Normal After	Bill Veterans Claim rcare Optical Script	
Transaction ID :	SUN0000	

Transaction ID is the ID for Medicare Click button [More Detail] to show full menu

#### Item information [Full Item]

Search No	
Time Duration     0     15 Min / UNIT       Time of Service     :     (24H)       Service Text     :     (24H)	Less Detail
Medicare Bulk Bill Not Normal Aftercare 🔲	Veterans Claim Optical Script
Transaction ID : SUN000	
Medicare Bulk Bill         LSP Number       0         Restrictive Override Code       1         Accession DateTime       1         Collection DateTime       1         Indicate Rule 3       1         S4B3 Requirements       1	Veterans Claim Admission Date / / DD/MM/YYYY Discharge Date / / DD/MM/YYYY Second Device Account Reference No
Additional Information	
Equipment ID Self Deemed Code SCPID No Of Patients Seen 0 Duplicate Service Override (Not Duplicate ) Multiple Procedure Override (No Multiple ) Date of Service 7 7 DD/MM/YYYY	
	* Field must be entered



### Submitting Medicare Bulk Billing

- 1. In Bulk Billing/Payment under Financial, select Medicare
- 2. Check through the Transaction. If there is any error, go back to the Patient's Bill/Pay screen to fix it, and then go back to the Bulk Billings Transaction which will then re-calculate the totals.
- 3. Close Medicare Bulk Billing Period.
- 4. Make sure Internet is connected
- 5. Click onto "Medicare Online" and then "Submit Claims via Medicare Online".
- 6. Tick the optometrist(s) you want to send and click OK. (If there are more than 30 bills for an optometrist, Vision will <u>automatically</u> break up the bills into multiple claims).
- 7. A Medicare Online Send/Receive screen will come up. After the claims have transmitted successfully, the Transmission screen will disappear. (If any error messages come up, please contact SUNIX).
- 8. Then you click onto "Medicare Online" again, and the "Download Medicare Online Reports" button to see if there is any report(s) for the claim that you sent one or more days ago.



### **Processing Report**

Servici Benefi Benefi	ing Provider t Claim \$ t Assign \$	2436761X Tra 59.20 29.60	nsact	ion ID : S	SUN00	000829	)B456004	40483D			
SId	Patient-Name	Medicare-No	IRN	ltem Number	Date of Service		Benefit Claim \$	Benefit Assign \$	Card Flag	Codle	Explaination
0001	Haynes, Gertrude	3950747581	1	10916	11		29.60	29.6	0		
0002	Haynes, Gertrude	3950747581	1	10918	11		29.60	0.0	0	179	Benefit not payable - associated service already paid
						Total \$	59.20	29.6	0		
	Processi Claim Re First iten	ng report shows eference Number n 10916 , wh	that ye : SUN	our clair 1000008 succes	n is suo 329B45 sful, it	ccessfu 600440 has \$2	ul 0483D 9.6 bene:	fit			

Direct Bill Processing Report B00296 - A0003@ - LCSF

Second item 10916 , which is rejected , it has reject explan code 179

ACTION :

Transfer Item 2 to current period to a new period., Adjusting rejected claims and Re-Submit.

### **Payment Report**

#### Medicare Bulk Bill Payment Report

Payment Date:	05/08/2021
Run Number:	637
Deposit Amount \$	296.90
Bank details:	062914.****6552 DR FARRELL

Bulk Billing No:	Pay Prov No:	Claim Id :	Claim Date:	Claim Benefit Paid \$
B00294 Transaction ID	2436751Y : SUN000006D4	A0001@ 159915B224736	04/08/2021	29.60
B00296 Transaction ID	2436751Y : SUN00000829	A0003@ B45600440483D	04/08/2021	29.60
B00297 Transaction ID	2436751Y : SUN000006CA	A0004@ \1A5A4E87E4DAC	04/08/2021	29.60
B00298 Transaction ID	2436751Y : SUN00000A65	A0005@ 17650D1564EB3	04/08/2021	117.30
B00299 Transaction ID	2436751Y : SUN00000E58	A0006@ AACD7D0784F4F	04/08/2021	90.80

Payment report shows that your claim Transaction Id : SUN00000829B45600440483D, benefit is \$29.6

it shows 5 payments Run Number : 637 Bank detail : Dr Farrell , BSB 062914, Bank Account Number : xxxxxxx - 6552



# Veteran Affairs Bills (DVA)

### **Entering Veteran Affairs Bills**

1. At the Patient Details screen, the patient must have the Veterans Affairs Number at the second box of the Other No (e.g. VX123456 - make sure there is no space in front or in between), and the Date of Birth entered.

#### 2. Consultation:

From the Consultation screen, you can create a Veterans Bill by clicking onto "Consult" at the top menu and then "Create Veterans Consultation Billing", or press Ctrl D.

Alternatively, without going through the Consultation screen, you can go directly to the Billing screen to manually create a Bill, type in "V" for Veterans at the "By" column, then Item No.

If you need to claim for the distance travelled, go to Maintenance – Item No to create an item for "KM" for "Kilometres travelled"

Billing Item No	
Paid By V Item No KM	
Description Kilometer Travelled	
Tax %	
Amount - Inc Tax \$ 1.00	
Quantity 1	
Report grouping CONSULT	
Supp Category Code	

Then in the Billing screen, after the consultation line, enter By = V and Item No = KM, then a Claiming Distance screen will come up where you need to enter the KM travelled:



Or Pi	g Dati der Ni rovide	e : 01/08/2016 o : r : FS	A0000105	Sale Type/Cat Service Date : // Sa Status : Entered Link this Discount/Rebate	ale By to Bill	
By	Qty	Prod Code	ltem No	Health Fund Description	Tax %	Amount
v	1		10910	Patient Opening Balance Comprehensive initial consultation(patient is less than 65		0.00 71.00
v	1		КМ	Kilometer Travelled		1.0
Input Clai Claiming	ming I Treav	Distance ( KM ) velld (KM):	20			(
Service T	ext :					

#### Dispensing:

Create the Veterans Affairs Bulk Billing as VJ. If you need to enter the reason for this claim, click onto the "Extra Info" button at the Billing screen:

ĺ	🔒 Billing	g detail	s - Mark Smith	(# 25)						
	Billing Date : 01/01/2016 A0000103 Extra Info Sale Type/Cate									
	0	der N	o :		Service Date : / /	Sale By	,			
	P	rovide	er : FS		Status : Entered	Link this Discount/Rebate to Bil	1			
		0.	<b>D</b> 10 1				a. 1			
	Ву	ųty	Prod Lode	Item No	Health Fund Description	lax	~ A			
	٧J	1		OP01	Patient Opening Balance VA Rebate for SV Stock Le	ns - near				

At the Bulk Billing Batch No screen, click onto the Detail button. Then at the "Veterans Claim" section, right-click onto the "Optical Script" box to bring up the list of reason to select:



💁 Bulk Billing Batch No	:U: M	× ×	Less Detail
Time Duration 0 15 Min / UNIT Time of Service : (24H) Service Text Medicare Bulk Bill	terans Claim	More Detail	
Not Normal Aftercare	ical Script		
	Detail Clear		
	Detail Clear		
	De Select t	he Optical Script	
Single Voucher **	Veterans	[BLANK]	
	Acce BR	Broken	
** Single Voucher for Multiple Services	Claiming LS BC	Lost Significant Befraction change	
		organice and the rest of the rest of the	
Additional Information	Me 📃		
Service Type	Re -		
Referring Detail			
Period Lode Period Months 77-367	F -		
Provider Number	F F		~
Provider Name		Calcal	
		<u>5</u> elect Lar	icei

3. At Print, select "Medicare Online – Direct Bill Assignment Advice". You will need to print one for the patient to sign, but you do not need to keep the paper copy.



### Submitting Veterans claims

😬 Bulk Billing - Vete	ran - Consultati	on (V )					
Billing No.	B00333 T	ans ID >	Optom	No	Bill-Amt	Payment	ClaimId
Billing Period	23/08/2021	to //	SF	1	26.30	0.00	
Date Sent	11		Total	1	26.30	0.00	
Total Billing \$	26.30						
Outstanding	Y					C	lear
GST of Charges \$	0.00				10.		
Total Payment \$	0.00 (0 paym	ents)			rans ID >		
Claim Numbers							
Comment							
							_
T <u>r</u> ansa	ction	Payment	<u>(</u>	lose Per	iod	Online Cla	aim

- 1. In Bulk Billing/Payment under Financial, select 'Veteran Consult or Veteran Jobs'
- 2. Check through the Transactions. If there are any errors, go back to the Patient's Bill/Pay screen to fix it, and then go back to the Bulk Billings Transaction which will re-calculate the totals.
- 3. Close the Bulk Billing Period.
- 4. Make sure the Internet is on. Click onto "Online Claim", then "Submit Claims via Medicare Online".
- 5. Tick the optometrist(s) you want to send and click OK. (If there are more than 30 bills for an optometrist, Vision will automatically break up the bills into multiple claims).
- 6. A Medicare Online Send/Receive screen will come up. After the claims have transmitted successfully, the Transmission screen will disappear. (If any error messages come up, please contact SUNIX).
- 7. A day or two after sending the claim(s), you can click onto "Medicare Online", then "Download Online Reports" button to see if there are any reports coming back.



### **Processing Report**

#### Department of Veteran Affairs Processing Report B00286 - V0001@ - SF

Servicing P rovid Benefit Claim \$ Benefit Assign \$	er	243	6751Y Transactio 109.95 37.00	on ID : SUN000	0004FF1	6AA837514C	45				
Acc Ref	Vld	SId	Patient-Name	Veteran File No	ltem Number	Date of Service	Charge Amount \$	Benefit Assign \$	Card Flag	Explan Code	
	01	0001	Jerry, Svetlana	SX900636	10916	03/08/2021	36.65	37.00			
	01	0002	Jerry, Svetlana	SX900636	10916	03/08/2021	36.65	0.00		162	Service has been previously paid
	01	0003	Serry, Svenaria	3790030	10910	03/06/2021	400.05	0.00		102	Service has been previously paid
						Total \$	109.95	37.00			
First item 10916 , which is successful, it has \$37 benefit Second item 10916 , which is rejected , it has reject explan code 162 Third item 10916 , which is rejected , it has reject explan code 162											
	Pleas	se tra	nsfer Item 2 and Iter	m 3 to a new	period,						
	Adju	sting	rejected claims a	nd Re-Subr	nit.						

### **Payment Report**

### **Veterans Affairs Payment Report**

Payment Date:	03/08/2021
Bulk Billing No:	B00286
Run Number:	275
Deposit Amount \$	156.00
Bank details:	062914.****6552 DR FARRELL

Claim Id :	Claim Date:	Charge Amt \$	Claim Benefit Paid \$
V0001@	03/08/2021	109.95	37.00
Transactio	n ID : SUN000004FF16	AA837514C45	
V0007@	13/07/2021	185.80	119.00
Transactio	n ID : SUN0000058A51	CDE06234CB5	

Payment report shows that your claim Transaction Id : SUN000004FF16AA837514C45, benefit is \$37

it shows 2 payments Run Number : 275 Bank detail : Dr Farrell , BSB 062914, Bank Account Number : xxxxxxx - 6552



Medicare Bulk Billing / Veteran Affairs Billing Online Payment

ſ	💾 Bulk Billing - Medicare (M )				-	
	Billing No 800306 Trans ID > Billing Period 05/09/2021 to / / Date Sent / / Total Billing \$ 0.000 Outstanding Y	Optom SF Total	No 1 1	Bill-Amt 30.00 30.00	Payment 0.00 0.00	<u>ClaimId</u>
	Total Payment \$ 0.00 (0 payments)			Trans ID >		
	Claim Numbers					
	Comment					
	Transaction Payment (	lose Period		MedClaim	Medic	are Online

A few more days later, you can click onto "Medicare Online", then "Download Medicare Online Reports" button to see if there is any Payment Report coming back. When a Payment Report is received:

#### When the Payment Amount is the same as the Claim Amount

Vision will automatically create a Bulk Billing Payment record for you. If the original Claim amount was different to the Payment amount, but you have already adjusted the claims to be the same according to the "Cash method" <u>before</u> you receive the Payment report, Vision will also automatically create a Bulk Billing Payment record for you.

#### When the Payment Amount is different to the Claim Amount

#### • Cash Method

You should try to download reports everyday, not once a week. That way, you will receive the Processing report before the Payment report, so it will give you enough time to adjust the claims before you receive the Payment report. But if you did not get a chance to adjust the claims before you receive the Payment report and your Claim amount is still different to the Payment amount, Vision will not automatically create a Payment record for you. Afterwards, if you adjust the claims according to the Cash method, you can then click onto the "Medicare Online button", "List of Medicare Online Claims" to "Create Payment Record".

#### Manual Method

If the original Claim amount was different to the Payment amount, and you adjusted the claims according to the "Accrual method", then you need to manually create a payment record by clicking "Payment", "New Payment" and tick the ones that are paid and save.

If, for any reason, the Claim amount will not be the same as the Payment amount (e.g. a patient is simply not eligible at all), you also need to manually create a payment record by clicking "Payment", "New Payment" and tick the ones that are paid and save.



# Adjusting rejected claims and Re-Submit

After receiving the Processing Report, you need to check if any claims get rejected. If a patient already had a 10900 in less than 2 years, unlike the manual method, Medicare Online will not automatically pay 10907, but instead, it will just reject it. It is up to the practitioner to adjust the item No (if applicable) and re-submit:

**Cash Method** (if you are on Cash basis for your Income Tax and GST)

- a. Under the Financial menu, click onto Bulk Billing/Payment Medicare.
- b. Go back to the Billing Period where the patient's rejected claim is.
- c. Click onto the Transaction button to bring up the list of claims for that period.
- d. Highlight the patient, click onto the "Modify Item-No" button to change the item number and save.
- e. With the same patient still highlighted on the list, click onto the "Transfer Selected Entry to Current Period" button. Then click onto Yes to confirm the transfer. This modified claim will then be transferred to the current period where you can submit it together with all the new ones as usual.
- f. Repeat the above procedures for all the rejected claims. When finished, the claims that are left in that period should be exactly the same as the ones that are going to get paid in full.

#### Accrual Method (if you are on Accrual basis for your Income Tax and GST)

- a. Under Financial, click onto Bulk Billing/Payment Medicare. Click on Prev until you find the period that the payment is for. Write down on a piece of paper what the Billing No is, e.g. B00123.
- b. Go to find the patient and the bill
- c. Reverse the bill with the rejected item
- d. Then create a **NEW** Billing record with the new replacement items. The bill date should be today, the service date should be the date of the original service.
- e. That way, the new item remains in the current period ready to be sent. And in the old period's Transaction (not List of Medicare Online Claims), you will see two items that cancel off each other:

Date	Item No	Amount \$
Old date	10910	50.00
Today	10910	- 50.00



# Patient Claim (PCI)

### **Entering Patient Claim**

In the billing screen.

📇 Billing	g details - Gertri	ude Haynes (# 9993)	)						
В	illing Date : Order No : Provider :	20/08/2021	A0001694	Service E Status : [	Extra Info Date : / / Entered		Sale Type/Ca S Link this Discount/Rebate	ale By	
Ву	Qty	Prod Code	ltem No	He	ealth Fund Des	cription		Tax %	Amount \$
Ρ	1		10916	Pe	atient Opening nitial Short Cons	Balance ultation < 16 mins			183.00 34.80
	Patient Ch	arges \$	34.80	Last Paym	nent F7		Payment on th	is Bill	0.00
	GST On Ch	arges \$	0.00	New Paym	nent F8		Patient Closing Bala	ince \$	217.80
	Medicare E Other Bulk E	Billing \$ Billing \$	0.00 0.00	Reverse Bill	I Patient Clai	m P	atient Overall Balance on 20	/08/2021	217.80

There has a button in the billing screen

#### Patient Claim

Chick button [ Patient Claim ], to start Patient Claim process





### Submit Patient Claim

Submit Patient Claim					Clean Paid Amou	Int Proportional P	aid Amoun
Billing # : A0001694	4 Not Ful	y Paid Detai	il >			Auto Fill Pai	d Amount
Send Item No	Description		Amount	Amt Paid	Ben Paid Lodge Date	Claim Status	F
▶ <mark>⊘ 10916</mark>	Initial Short Consult	ation < 16 mins	34.8	0 0.00	0.00 NEVER SU	BMIT	
_							
_							
-							
-							
CLAIMANT DETAIL	Select Relate	d Patient					
Name :	GERTRUDE	Haynes					
Date of Birth :	25/08/1952						
Medicare ID :	3950747581	1					
Claimant Address :	11 Cynthia St			Phone :		Use Patie	nt
				l		Use Related F	Patient
						Clear	
	Brit Brit						
DECLARATION	VIC 3315						
* Claimant has autho All information cont	rised the location to tained in this claim is	submit the claim on true;	their beha	lf. ** Prea	pproved lodgement clai	m errors 9601	
I understand a	nd agree			🗌 to	be accepted and send	the claims	
Submit Medicare F	Patient Claims	Re-print Lodgeme	nt / Statem	ent	Same Day Delete	Cancel	
** 0001 The slain wood		Contanto Consider			ant The stair will be seen	and an element of the stice of the	1
will be sent in the	s to be referred to a Medi ie near future	care customer Service	s oncer for h	anner assessm	ient. The claim Will be proces	ssed and payment notification	

#### • Select Claim Item

Send	ltem No	Description	Amount	Amt Paid	Ben Paid	Lodge Date	Claim Status	F
	10916	Initial Short Consultation < 16 mins	34.8	0 0 00	0.00	NEVER SUBMIT		

It will auto tick all unsent items, you also can un-tick the non-claimable items

Result : Submi	t Claim result
There is 5 diffe	rent type of result , [Blank], Successful, Acceptable, Unacceptable, Deleted
Initial Value	
Claim Status	
•	This is initial type, which has not submit claim
Successful Res	ult
Claim Status	
MEDICARE_ASSESSED	This is successful claim, which provide a Statement of Claim and Benefit Payment Rep
Claim Status	
MEDICARE_I ENDED	This is acceptable claim, which is acceptable by Medicare,
	and provide a Lodgement Advice Report
Unsuccessful F	lesult
Claim Status	
SAME DATE DELETED	This is deleted claim by Same Day Delete Function , which provide Same Day Report
Medicare Clair	n Rejected



Medicare Status :	File Path : c:\sx\v9\forms\vpcionline.sct	^	
	"claimAssessment": {		
	"medicalEvent": [ {		
	"service": [		
	<sup>1</sup> "error": {		
	"code": 9628, "text": "Referral or request required "		
	),		
	"Id": "0001", "assessmentCode": "UNACCEPTABLE_ERROR",		
	"chargeAmount": "11315", "RemNumber": "204"		
	}		
	], "eventDate": "2021-08-20".		
	"id": "01"		
	"claimId": "SUN0000023082021085721"		
	"status": "MEDICARE_REJECTED"		
	<u>4</u>	J	
	upuare medicare numbers Liose		
L			



#### **Claimant Data**

CLAIMANT DETAIL	Select Relat	ed Patient		
Name :	GERTRUDE	Haynes	]	
Date of Birth :	25/08/1952		-	
Medicare ID :	3950747581	1		
Claimant Address :	11 Cynthia St		Phone :	
	Brit Brit			
DECLABATION	VIC 3315			

You can fill any claimant detail in the form

Relation	Title Given name	Surname	Birthday
Father	Svetlana G	Jerry	24/03/1952
Viels hutter [Select	<u>S</u> elect	Cancel	
Click button [Select	<u>Select</u> t] to confirm selected patie	Cancel	
Tick button [Select	<u>Select</u> t] to confirm selected patie a will apply to Patient Clair	Cancel ent m From	
Click button [Select elected patient dat	<u>Select</u> t] to confirm selected patie a will apply to Patient Clain [AIL Select Related P	Cancel ent m From	
lick button [Select elected patient dat CLAIMANT DET Nam	<u>Select</u> t] to confirm selected patie a will apply to Patient Clain FAIL Select Related P e : Svetlana G J	Cancel ent m From atient erry	
Click button [Select elected patient dat CLAIMANT DET Nam Date of Birt	<u>Select</u> t] to confirm selected patie a will apply to Patient Clair FAIL <u>Select Related P</u> e : Svetlana G J h : 24/03/1952	Cancel ent m From 'atient	
Click button [Select elected patient dat CLAIMANT DET Nam Date of Birt Medicare II	Select         t] to confirm selected patie         a will apply to Patient Clain         FAIL       Select Related P         e :       Svetlana G       J         h :       24/03/1952       D	Cancel ent m From atient erry	



4) Use this 3 button to select Claimant Address (By default is using patient address)



Copy the patient setting address Popup a related Patient , select patient and copy Clear up Claimant Address

• Payment Data

This is option data,

If you fill this data, it will to add / update Bank Detail to Medicare

If you keep it blank, it will not submit any Bank Detail to Medicare

You can tick button [Add] to add bank detail

You can tick button [Clear] to clear bank detail

BANK DETAIL Add / Edit	Clear	
Tick Button [Add/l	Edit] > Fill BSB Number , Account Number , Account N	Jame
💁 Add Bank Detail		
BSB Number : Account Number :	062902	
Account Name :	Gertude Havnes	
Tick Button [OK] t	<u>U</u> K Cancel	
BANK DETAIL		
Add / Edit	Clear	
BSB Number : Account Number Account Name :	062902 : 1234567 Gerrtude Haynes	

Tick Button [Clear] to Clear up the Bank Detail



BANK DETAIL Add / Edit Clear BSB Number : 062902 Account Number : 1234567	BANK DETAIL Add / Edit Clear	
Account Name : Gerrtude Haynes	ТО	



• Declare Box

DECLARATION	3315			
* Claimant has authorised th All information contained i	e location to submit the claim on t n this claim is true;	heir behalf. ** Preapproved	lodgement claim errors 9601	
✓ I understand and agreed agreed and agreed agreed and agreed a	ee	✓ to be acc	pted and send the claims	
Submit Medicare Patient	Claims <u>R</u> e-print Lodgement	t / Statement Same I	)ay Delete Cancel	I
** 9601 - The claim needs to be re will be sent in the near fu	eferred to a Medicare Customer Services ( uture.	Officer for further assessment. The	claim will be processed and payment n	otification

Two Declaration need you to confirm

- 1) Claimant has authorised & All information contained in this claim is true
- 2) To be accepted when claim has errors return

Voucher Service	ltem No.	Description	Amount Serverriy	Error Code	Besult	
▶ 01 0001	23	Consultation At C	37.05 ACCEPTABLE_	ERROR 9632	Duplicate of service already paid	I. If not duplicate resubmit w
-						
-						
-						
-						
_						
This claim has errors	, do you accep	ot the issues and wan	t to submit this claim?			
					Accept and Submit	Lancel

* All claims' data received by (1) MEDICARE_ASSESSED	Medicare, they do validation check, and 3 different results will be returned the program will show report "Statement of Claim and Benefit Payment"
(2) MEDICARE_PENDED	<ul> <li>if you had [✓] Accepted and send the claims or</li> <li>[Yes] Accepted and send the claims, your claims will continues process</li> <li>If you hadn't [ ] Accepted and send the claims and</li> <li>[No] Accepted and send the claims, your claims will be dropped</li> <li>Then the program will show report "Lodgement Advice"</li> </ul>
(3)MEDICARE_REJECTED	This is error form Medicare, the program will not save the result and report, and you need to double check your claims data, after modify, you can resubmit again



### **Patient Claim Report**

#### **Statement of Claim and Benefit Payment**

STATEMENT OF CLAIM & BENEFIT PAYMENT

				Claim Refere	ance : SUN00000	230720	021161402		
Location ID :	SUN00000			Date of Lodg	ement: 23/07/2	021 16	5:14:00		
Servicing Location :	P O Box 424, St Ives NS	W 2075							
Billing Number :	A0001589			Claimant Det	ail				
Patient Name :	Eva Davis (F)			Name :	EVA Davis				
Date of Pirth :	2295-919/4-5(1)			Date of Birth	2295-919/4-5	(1)			
This slaim has been	02/05/19/9			Date of Birth	. 02/05/19/9				
THIS CIAIM NAS DEEN	ASSESSED			TR					
THIS CLAIM HAS A	LREADY BEEN SUBMIT	TED TO MEDICARE	ON YOUR BEH	IALF.					
Service Provider :	2436751Y								
Name:	SALMAN FARRELL								
DATE OF ITEM	DESCRIPTION OF	:					PATIENT	RSN	
SERVICE NO.	SERVICE					FEE	CONTRIB	CODE BEN	IEFIT
23/07/2021 10916	Initial Short Consu	tation < 16 mins						517 3	33.55
MRS(517) MPSN THRESH	OLD REACHED - 80% INCREAS	F		TOTAL					
PAYMENT DETA This account is full	L k paid			TOTAL		0.00	34.50		53.55
The Medicare benef	it will be paid								
<ul> <li>To the account as disp</li> <li>If your bank account d</li> </ul>	layed below or etails are stored with Medicare vo	ur payment will be made by E	FT, if not your Med	care benefit will not be a	paid. Once you have pr	rovided M	edicare with vo	ur bank accour	t details.
your payment will be re If required, correspond	pleased.	im will be directed to t	ho: AROVE AF						-
This includes, if app to forward the PDVC	licable, any Pay Doctor vi cheque to the service pr	a Claimant (PDVC) ch ovider.	eques for the s	ervice provider. It	is the responsibil	lity of th	e claimant		
	I authorise the payn	ent of my benefits for this cla	im to be paid direct	y into the following bank	k or financial institution	account:			
		-Payment Detail-							
		BSB No. :	801003						
		Account Number :	12345						
	_	Account Name :	Eva Davis						
Claimant Declaration I have paid for or am liable provident account scheme the information disclosed i authorize Services Austral For this claim, I have come • The patient's errolmen • The patient's errolmen • The patient's errolmen	to pay the expenses for these set a, admission to a friendly society, in the lodging of this claim is true a ia to contact the referring provider ented to this practice sending to a tinformation including the patient' and Individual Belerace. Number	vices and these services are health screening, mass immund accurate. I authorise the r or the provider of the service of receiving from Services A s Medicare card and issue nor s	not excluded under nisation or connecto redical practice to s if clarification of d istralia, the followin imber;	the Health Insurance A d with employment) and lectronically transmit my etails on the account an g information for verifica	et 1973 (i.e. are not fe slor Dental Benefits Ac v claim for Medicare be d'or receipt is required tion:	or the purp # 2008 T nefits to S for asses	pose of life insu to the best of m ervices Austral sment or auditi	rance, superar y knowledge a lia on my behal ng purposes.	inuation or nd belief all f. I also
<ul> <li>The claimant's postcod</li> <li>The benefit amount for</li> </ul>	e information provided it matches each service in this claim.	my records; and							
Privacy Notice: Your personal information	is protected by law, including the	Privacy Act 1988,and is colle	cted by Services Au	stralia for the assessme	nt and administration o	of paymen	ts and services	. This informati	on is
required to process your a Your information may be u	pplication or claim. sed by the agency or given to othe	r parties for the purposes of	research, investigat	on or where you have a	greed or it is required o	or authoris	sed by law.		
You can get more informat the agency.	ion about the way in which Servic	es Australia will manage your	personal informatio	n, including our privacy	policy at servicesaus	tralla.gov	.au/privacy or	by requesting	a copy from

It shows that your claim is successful Claim Reference Number: SUN0000023072021161402 E.g. item 10916 , which is successful. Total benefit is \$33.55 Claimant Name: Eva Davis Number: 2295-91974-5 (1) BSB: 801003 Account Number: 12345

Account Name: Eva Davis



#### Lodgement Advice

Electr	LODGE ronic Claim for assessm Please reta	EMENT A lient by the D in for Taxatio	ADVICE epartment of H on Purposes	uman Services	
		Claim Re	eference: SUN	0000025082015	121852
Location ID : SI	JN00000	Date of L	odgement: 2	5/08/2015 12:18	:52
Servicing Location : LV	/3, 77 Parramatta RD, 9	Silverwater, I	NSW 2200		
Billing Number : A(	0000227		_Claimant De	etail	
Patient Name : Ka	aley GERTIE (F)		Name :	Armond GERTI	E
Medicare Number: 69	950-10771-1(4)		MC Number :	6950-10771-1 (	1)
Date of Birth : 10	)/12/1991		Date of Birth :	30/03/1948	
This claim has been : R	REFERRED TO Departmen	nt of Human S	ervices /STORE	D FOR LATER TR	ANSMISSION
Service Provider : 24	14181Y	Pa	yee Provider:	2414171A	
Name: M	arian KAROLINA	Na	me:	Nerolie RAND	ALL
DATE OF ITE M SERVICE NO.	DE SCRIPTION OF SERVICE			F	PATIENT EE CONTRIB
25/08/2015 10910	Comprehensive init	ial consultat	ion(patient is le	ss 66.	80 66.80
	than 65)				
ACCEPTABLE the claim The claim	can be accepted and will be re n needs to be referred to a Med	eferred to a Medi ilicare assessor.(	icare staff operator. (9601)		
PAYMENT DETAIL This account is fully p The Medicare Benefit v - to the account as displaye - if your bank accound detail The EFT statement wi	paid will be paid d below or is are stored with Medicare Aus ill be directed to the: A D	tralla your paym IDRESS HELD	ent will be made by D BY DEPA RTME	66. EFT, If not, a cheque ENT OF HUMAN SE	80 66.80 will be issued. ERVICE
I authorise the paymen	t of my benefits for this claim to	o be paid directly	y into the following b	ank or financial institu	tion account:
_	—Payment Detail—				
	BSB No. :	062902			
	Account Number :	152034591			
_	Account Name :	Armond GE	RTIE		
Claimant Declaration I have paid for or am liable to pay the expenses for these services and these services are not excluded under the Health insurance. Act 1973 (Is are not for the purpose of the havance, superannuation or provident account schemes, admission to a frierfoll society, health coreening (Is are not for the purpose of the havance, superannuation or provident account schemes, admission to a frierfoll society, health coreening (Is are not for the purpose of the havance, superannuation or provident accounts charmes, admission to a frierfoll society, health coreening (Is are not for the purpose of the claim is the and acourate. I sufficient accounts of the corolcal by transfer and using the accounts (Is are not for the Department of Hum an Services to rother accounts in the medical practice to electrolical) transfer my claim for Medicare benefits to the Department of Hum an Services to rother particles on my behaft. I also autorise the Department of Hum an Services, the following information for verification: The patient's enrolment information including the patient's Medicare card and Issue number; The patient's enrolment information including the patient's Medicare card and Issue number; The patient's number information including the patient's Medicare card and Issue number; The patient's instructed information provided it matches my records; and The sheet amount for each earvice in this endies my records; and The sheet and individual Reference Number; The patient's first name and individual Reference Number; The patient's first name and individual administication of operative administence accounts and the second administication of operative and early operative administication of a patient's Medicare The patient's encode information provided it matches my records; and The patient's encode information provided it matches my records; and The patient's encode information is protected by its with the the patient's decode information and the pati					

It shows that your claim is acceptable Claim Reference Number : SUN0000025082015121852 E.g. item 10910 , which is accepted , reason : the claim can be a accepted and will be referred

to a Medicare staff operator

Claimant Name : Armond GERTIE, Medicare Number : 6950-1077-1 (1) BSB No : 062902, Account Number : 152034591, Account Name : Armond Gertie

will send to Medicare

Total Claim Amount is 66.80



### Same Day Delete

Where a patient claim that has been sent to Medicare has been found to contain incorrect information, it can be deleted on the day that it was transmitted.

FEE 34.80

1) Click Same Day Delete button

Same Day Delete

2) Select delete reason

Select the	same day delete reason	×		
Code	Description	^		
000				
001	Incorrect Patient Selection			
002	Incorrect Provider Details			
003	Incorrect Date of Service			
004	Incorrect Item Number Claimed			
005	Omitted Text on Original Claim			
006	Incorrect Payment Type (ie Paid / Unpaid)			
007	Other			
1				
-		•		
	Select Cancel			
L				

3) Report

#### Same Day Delete

Transaction ID : Claim ID :	SUN00002D4EB41AA4D34F74 SUN0000025082021140712				
Billing Number : Patient Name : Medicare Number : Date of Birth : Delete Reason :	A0001701 Gertrude Haynes (M) 3950-74758-1 (1) 25/08/1952 003 Incorrect Date of Service				
Date of Claim :	25/08/2021 02:07:15				
Date of Delete :	25/08/2021 02:07:32				
Result :	SAME DAY DELETE IS SUCCESSFULLY				
DATE OF ITEI SERVICE NO. 25/08/2021 109	M DESCRIPTION OF SERVICE				

Same Day Delete Report It shows that your claim is deleted, what is the delete reason and delete result E.g. Billing A0001701 Delete reason: the date of service is wrong Result: Same day delete is successfully It stores the date of claim and date of delete



# Fee Update

Please update to SUNIX Vision latest version, when new Medicare Benefits Fees / DVA Benefits Fees are available, SUNIX Vision will popup Update Medicare Benefits Fees / Update DVA Benefits Fees ,

please click [Yes (recommended)] to update or click [Ask Me Later] to skip update





Click OK to finish the Fee update .







# **Useful Links and Contacts**

SUNIX Support Line: 02 8719 8988 Email: <u>support@sunixvision.com.au</u> <u>SUNIX Vision Medicare (Web Services)</u>

PRODA: Login Info: Medicare Online for health professionals Info PRODA (Provider Digital Access) e-Business Service Centre 1800 700 199 Provider help line 132 150