Getting ready for the PIP eHealth incentive and PCEHR

PIP Requirement: R1 Integrating HI's

What you need to do to get ready for PCEHR and the ePIP	Where to find information
Check if your clinical software system is or will be HI (HIPI-0, HPI-I and IHI) compliant.	Contact your software provider Confirm if/when your current software is/will be compliant. Check the NeHTA product register: https://epipregister.nehta.gov.au/registers/healthcare-identifiers
Install Individual Healthcare Identifier enabled software and put in place administrative protocols to conform with the Healthcare Identifiers legislation	Refer to the Implementation Overview for Integrating Healthcare Identifiers into Electronic Practice Records available from NeHTA. Decide on a structure for your practice organisation's HPI-O(s) – ie is your practice a Seed organisation or a Network organisation. Talk to your IT support provider and refer to the eHealth Clinician's Desktop User Guide available at www.nehta.gov.au.
Get a Healthcare Provider Identifier - Organisation (HPI-O) and record it in your compliant software system	*(Updated)* Health Provider Organisation Application Forms - see Application to register a seed organisation for the Healthcare identifiers Service and/or for PCEHR Refer to the Implementation Overview for Integrating Healthcare Identifiers into Electronic Practice Records available from NeHTA before applying for a HPI-O.
Update your existing PKI to include HI access or apply for a new PKI	You will need a DHS HI authentication credentialed PKI to access the HI Service. Application to update PKI
Obtain the HPI-I for each GP in the practice	AHPRA wrote to each GP advising them of the HPI-I or they can obtain it from www.ahpra.gov.au or call 1300 361 457
Link the HPI-Is with the Health Provider Directory and practice HPI-O (will need practitioner consent for this) Record it in your compliant software system.	Via the Health Provider Online Service (HPOS) or by completing form available at: www.humanservices.gov.au >For Health Professionals >Healthcare Identifiers Service Or call 1300 361 457 to authorise publication in HPD For an understanding of the purpose and use of the IHI refer to the eHealth Clinician's Desktop User Guide.

PIP Requirement: R2 Secure Messaging Capability

What you need to do to get ready for PCEHR and the ePIP	Where to find information
Check if you already have a compliant SMD system installed; if not, install a compliant system.	NeHTA Product Register for Secure Message Delivery By 1 February 2013, or within four weeks of having received the practice's NASH digital certificate, whichever is later: • practices must have a standards-compliant product with secure messaging capability that is listed on the *PIP eHealth Product Register for Secure Messaging* (http://www.nehta.gov.au/pip); OR • have written advice from a vendor listed on the *PIP eHealth Product Register for Secure Messaging* that their listed product will be available to the practice in order to meet the timeframe for commissioning requirements (see next point) Practices have until 1 August 2013 to ensure their secure messaging product has been installed and configured consistent with the NeHTA commissioning requirements.
Apply for the appropriate digital certificate for secure messaging. Write a policy for the practice to encourage the use of standards-compliant secure messaging.	*(Updated)* The National Authentication for Health (NASH) digital certificate has been extended to enable usage for Secure Message Delivery (SMD) via compliant SMD products – to enquire or register for the ePIP NASH digital certificate apply go to http://www.humanservices.gov.au/pki. For the PCEHR NASH digital certificate apply here for healthcare provider organisations, or here for individual healthcare providers (to access the PCEHR provider portal). Refer to the Implementation Overview for Secure Messaging Capability.

PIP Requirement: R3 Data records and Clinic Coding

What you need to do to get ready for PCEHR and the ePIP	Where to find information
Data Records and Clinical Coding	*(Updated)* [This step relates only to meeting the PIP eHealth Requirement for records and clinical coding.] There are no software conformance requirements for this Requirement. The Requirement is: *Practices must ensure that where clinically relevant, they are working towards recording the majority of diagnoses for active patients electronically, using a medical vocabulary that can be mapped against a nationally recognised disease classification or terminology system. Practices must provide a written policy to this effect to all GPs within the practice.* Refer to the <u>Implementation Overview for Data Records and Clinical Coding</u>

PIP Requirement: R4 Electronic Transfer of Prescriptions

What you need to do to get ready for PCEHR and the ePIP	Where to find information
Electronic Transfer of Prescriptions	<u>NeHTA Product Register for Electronic Transfer of Prescriptions</u> [This step relates only to meeting the PIP eHealth Requirement for Electronic Transfer of Prescriptions.] The requirement is: *The practice must ensure that the majority of their prescriptions are sent electronically to a Prescription Exchange Service (PES).* Refer to the <u>Implementation Overview for Electronic Transfer of Prescriptions</u>.

PIP Requirement: R5 PCEHR

What you need to do to get ready for PCEHR and the ePIP	Where to find information
Personally Controlled Electronic Health Record (PCEHR)	Practices may wish to contact their Medicare Local to identify what support it will provide to practices implementing the PCEHR. Medicare Locals are funded to support adoption of the eHealth record system and support primary care providers to 'get ready' for the eHealth record system.
Check if your software is PCEHR compliant; if not, install compliant software ensuring it is configured according to your software provider's implementation guidelines for accessing the eHealth record system	NeHTA product register

Refer to the Implementation Overview for Personally Controlled Electronic Health (eHealth) Record System available from NeHTA.

Practices should work with their software provider to insure the software is correctly configured for interacting with the eHealth record system. |
| Understand legal obligations and regulatory compliance framework.

Decide how to use the PCEHR in the practice and put in place administrative protocols to conform with PCEHR legislation | *(Updated)*

AMA Guide to Using the PCEHR

Information about obligations and requirements under the PCEHR compliance framework is available below:
See also Registration Guide for healthcare organisations which can be found at Healthcare Organisation Registration
Develop and document practice policies and procedures to address requirements for practice staff.
Train staff and medical practitioners in the practice.
Check indemnity cover and if necessary acquire practice insurance. |
| Complete the application to register as a healthcare provider organisation in the ehealth record system. | *(Updated)*
Application to register a seed organisation for the Healthcare identifiers Service and/or for PCEHR
The Registration Guide for healthcare organisations will guide you – refer to Section D Registration.
The application to register as a healthcare provider organisation will be done in tandem with completing the Participation Agreement and applying to establish a list of authorised healthcare providers. |
| Complete the Participation Agreement for healthcare provider organisation | Participation Agreement

Choose the version of the Participation Agreement that applies to your healthcare provider organisation's legal structure, carefully assess all obligations imposed by the Agreement, and sign if wishing to participate - see
Healthcare Organisation Registration Guide |

If you want individual healthcare professionals to access eHealth records via the provider portal complete the application to establish list of authorised healthcare provider individuals form.	Application to Establish a List of Authorised Individual Providers
Submit the completed application to register as a healthcare provider organisation, the Participation Agreement and, if relevant, the application to establish a list of authorised individual providers	
Review costs of implementation, and cost of handling patient enquiries about the PCEHR	AMA Checklist when Increasing Medical Fees
Implement new fees to cover costs	AMA Items for Shared Health Summary
Consider participating in arrangements to provide PCEHR Assisted Registration for consumers (voluntary for practices)	See Information about obligations and requirements under the PCEHR compliance framework below:

(Updated)

In addition to the specific links included at each step of the AMA checklist above, the following internet sites provide additional information and guidance on the PIP eHealth and PCEHR requirements:

- eHealth website
- Department of Health and Ageing: http://www.health.gov.au/ehealth
- National E-Health Transition Authority: www.nehta.gov.au.
- Department of Human Services: www.humanservices.gov.au >For Health Professionals (and go to Healthcare Identifiers Service &/or to PIP)

This information includes a summary of requirements provided by DoHA, a checklist to assess a practice's readiness, an ePIP registration support page (NeHTA) which includes registration workbook with checklists, sample policies, implementation and application form guides, and eHealth helpdesk contact details relevant to PIP eHealth.