

Country Health SA Rural General Practitioner Fee for Service Agreement

AMENDING A CURRENT AGREEMENT

The purpose of this fact sheet is to provide Contracted Medical Practitioners (CMP) and Cluster Directors (CD) with the processes to alter Nominated Medical Practitioner (NMP) details in a current SA Rural General Practitioner Agreement. This is applicable when a NMP is to be removed and/or added to an agreement.

Country Health SA (CHSA) recognises that the medical workforce will change within the duration of an agreement and that the agreement schedules will need to be altered to reflect the workforce changes.

Removing a NMP:

Responsibility of CMP:

The CMP is to notify the SARGPA management team that an NMP is to be removed from an agreement in writing. The notification needs to include the following information:

- SARGPA Contract Number
- CMP details
- NMP name & file number being removed from agreement
- NMP MBSA Registration Number
- Effective date for NMP to be removed from agreement.

Responsibility of CHSA:

Upon notification from the CMP a formal letter will be prepared advising which schedules are to be removed from the current Agreement.

The CMP will sign and return this letter to acknowledge receipt and removal of the defined schedule.

Once SARGPA management team has received the signed CMP confirmation letter, the changes will be made centrally.

Adding a NMP:

Responsibility of CMP:

The CMP is to notify the SARGPA management team in writing that a new NMP is to be added to an existing agreement. The notification needs to include the following information:

- SARGPA Contract Number
- CMP details
- NMP name being added to agreement
- NMP MBSA Registration Number
- Effective date for NMP to be added to agreement.

Responsibility of CHSA:

Once written notification has been received by the SARGPA management team, a local delegate will liaise with the CMP/NMP to determine the information to be included in the new NMP's schedules.

Any new NMP's must undertake the Credentialling and Scope of Clinical Practice processes prior to any schedule being added.

Once the new schedules have been collated and prepared, a formal letter will be prepared for the CMP advising that the additional schedules are to be added to current Agreement.

The CMP will sign and return this letter to acknowledge receipt and additional of the new schedules.

For more information

SARGPA Management Team
Level 12, 100 Waymouth Street
ADELAIDE SA 5000
GPagreement@health.sa.gov.au