



Health Professional Online Services (HPOS)

Quick reference guide—using Track and Scale

Step 1

Logon to HPOS using your PKI individual certificate.

Step 2

The HPOS home page will display. Select **Track and Scale**.

Step 3

The **Track and Scale** home page will display. Two services are available - view scaling details or view location s19AB exemption details.

The screenshot shows the Medicare Australia website interface for the 'Track and Scale' service. At the top, the Australian Government and Medicare Australia logos are visible, along with a 'LOGOUT' button. The page title is 'Health Professional Online Services'. A breadcrumb trail indicates the user is on the 'Track and Scale' page. The main content area is titled 'Track and Scale' and contains a 'Services' section with two links: 'Track and Scale - Scaling details' and 'Track and Scale - Location s19AB Exemption details'. Below this is a 'News' section with an information icon and a placeholder text box. The 'Help and resources' section includes links to a help desk, a user guide (120kb), and frequently asked questions. A footer at the bottom of the page states 'Static content was last modified on 22 October 2009' and provides copyright information for Medicare Australia 2009, along with links for 'Your privacy', 'Legal notices', and 'Terms & conditions'. A 'Back to top' link is also present.

Step 4

To view scaling details select **Track and Scale—Scaling details** or to view location s19AB exemption details select **Track and Scale—Location s19AB Exemption details**.

Track and Scale—Scaling details

The **Track and Scale—Scaling details** page will display the following:

- the date your scaling started
- the end date of your obligation period
- the total time credited—this is the total number of years and days credited to you since the start of your eligibility under track and scale. This total is rounded up to show whole years and days and is the actual time credited to your obligation end date. The total time credited is made up of the number of days or part days credited within eligible months. For example, 20.1 days credited in a month will be credited as 21 days to the total time credited
- the revised scaled end date—this is your obligation end date minus the total time credited.

The **Scaling Outcomes** section of the table may display the following fields.

- **RA1 Schedule Fee totals**—these totals are not included in the monthly threshold and are displayed for information purposes only.
- **A dash (-)**—indicates there were no eligible schedule fee totals for that RA location in that month **or** you were not included in scaling for that month.
- **Days credited by month**—displays whole credited days. Part days will be rounded up or down, for example:
 - 20.1 days will display as 20
 - 12.9 days will display as 13
 - the total time credited will always be rounded up.

Credited time will only be applied:

- if the total schedule fee amounts claimed meet the threshold for that month
- in accordance with the RA with the highest volume of schedule fee totals. For example RA2 claims = \$4000, RA4 claims = \$20 000, time will be credited for RA4 only.

The screenshot displays the 'Track and Scale — Scaling details' page. Key information includes:

- Scaling start date:** 01/07/2010
- Obligation end date:** 31/12/2015 - 90 days total time credited
- Revised scaled end date:** 02/16/2015

The **Scaling Outcomes** table is as follows:

	July 2010	Aug 2010	Sept 2010	Oct 2010	Nov 2010	Dec 2010
RA 1	\$25,500	---	---	---	---	---
RA 2	---	\$10,000	---	---	---	---
RA 3	---	---	\$29,800	\$18,800	\$25,800	\$19,250
RA 4	---	---	\$29,200	\$11,600	\$18,800	\$17,600
RA 5	---	---	---	---	---	---
Total (RA1 not included)		\$20,000	\$68,200	\$27,900	\$42,800	\$36,850
Days credited	0	0	20.1	13.33	12.3	13.33
Scaling rate applied	RA1 No Discount	Claiming Threshold not met	RA1 Discount Applied	RA3 Discount Applied	RA1 Discount Applied	RA3 Discount Applied
Action	View details	View details	View details	View details	View details	View details

The **Deferral Periods** section shows a period from 12/02/2011 to 30/05/2011 (3 months 18 days).

At the bottom of the Scaling Outcomes table you can view **Deferral Periods**.

Deferral periods are only applicable to MRBS/BMP scheme participants and will display the full period of deferral in years/months/days.

Scaling rate applied	RA1 No Discount	Claiming Threshold not met	RA4 Discount Applied	RA3 Discount Applied	RA3 Discount Applied	RA3 Discount Applied
Action	View details	View details	View details	View details	View details	View details

Deferral Periods

12/02/2011 to 30/05/2011 (3 months 18 days)

View additional scaling history
[← previous 6 months](#) [next 6 months →](#)

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To access **Location Schedule Fee Totals** select **View Details** in the Scaling Outcomes section for the relevant month.

The **Location Schedule Fee Totals** page will display:


- all the locations that were eligible for scaling for that month
- the Schedule Fee Totals claimed for that location
- the locations in RA order.

Scaling rate applied	RA1 No Discount	Claiming Threshold not met	RA4 Discount Applied	RA3 Discount Applied	RA3 Discount Applied	RA3 Discount Applied
Action	View details	View details	View details	View details	View details	View details

Deferral Periods

12/02/2011 to 30/05/2011 (3 months 18 days)

View additional scaling history
[← previous 6 months](#) [next 6 months →](#)



Australian Government
Medicare Australia

LOGOUT

Health Professional Online Services

You are here: [Home](#) > [Track and Scale](#) — View Location details

Track and Scale — Location Schedule Fee Totals

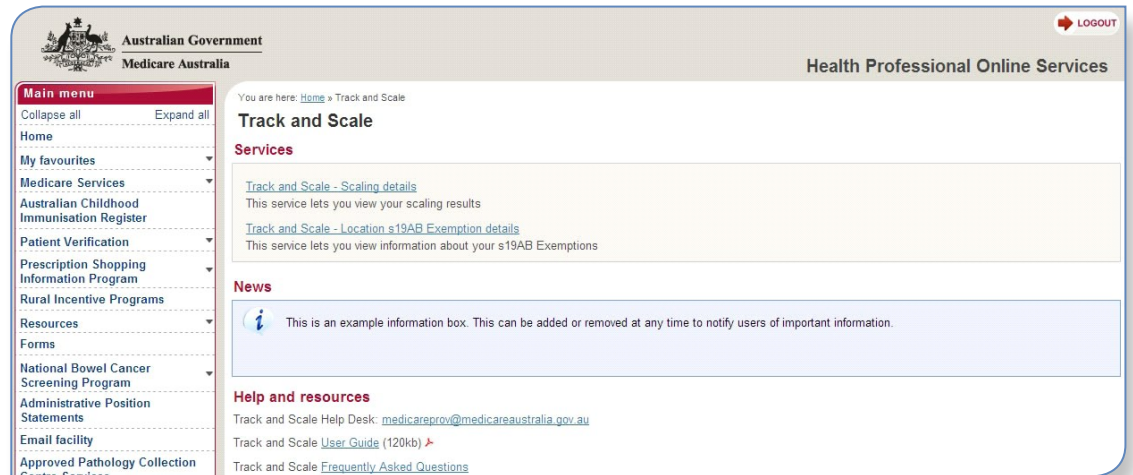
Track and Scale details
 Scaling start date 01/07/2010
 Obligation end date 31/12/2015 - 90 days total time credited
 Revised scaled end date 02/10/2015

The Schedule Fee Totals column displays the total value of eligible Schedule Fee claims for services provided at the displayed location for the scaled month. All eligible locations are shown, regardless of whether any Schedule Fees were claimed.

RA	Provider number	Address	Claims activity
RA1	2461672	15 NORTHBOURNE AVE BRADDON 2612	\$26,000
RA2	2461671	14 NORTHBOURNE AVE BRADDON 2612	\$10,000
RA2	2461677	11 NORTHBOURNE AVE BRADDON 2612	\$2,000
RA2	2461673	08 NORTHBOURNE AVE BRADDON 2612	\$6,000
RA3	2461674	38 TESTING PLACE FOOTSCRAY 3012	\$8,600
RA3	2461679	14 CHECKTHISOUT WAY BUNGENDORE 2622	\$24,564.60
RA4	2461676	11 BRIDESHEAD LANE MT DRUITT 2666	\$14,000
RA5	2461675	02 REVISITED AVE MT DRUITT 2666	\$8,348
RA5	2461678	27 LOOKING LANE MT ISA 4085	\$6,000

Track and Scale—Location s19AB Exemption details

The **Track and Scale** home page will display. Select **Track and Scale—Location s19AB Exemption details**.



The **Track and Scale—Location s19AB Exemption details** page will display.

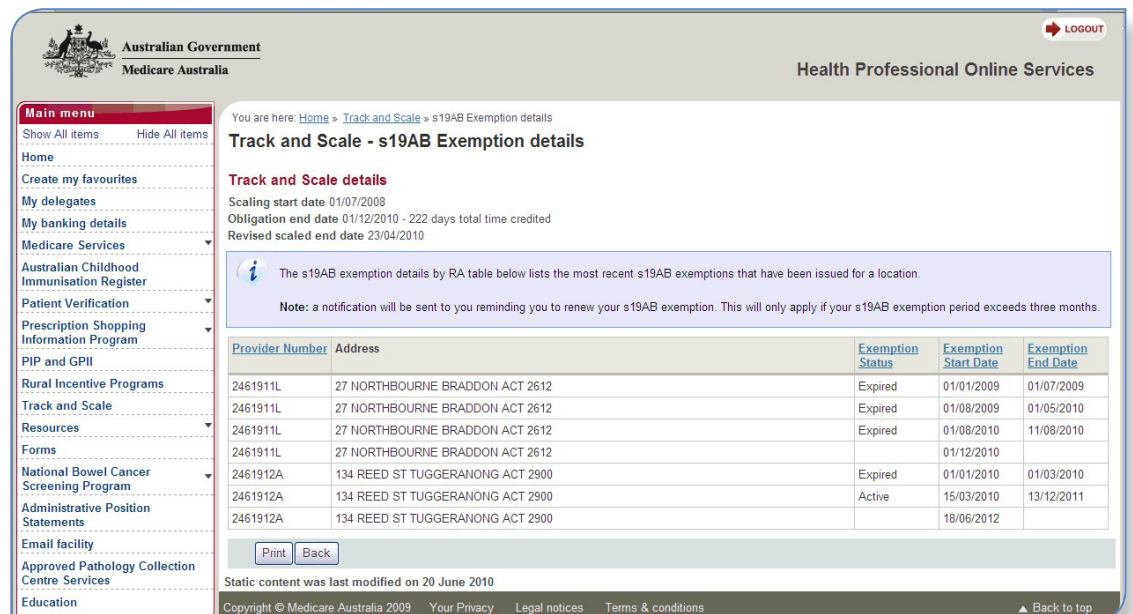
To view the most recent s19AB exemptions issued for a location, look under the column heading **Exemption Status**. This column will display either:

- **Active**—there is a current s19AB exemption
- **Expired**—an s19AB exemption for this location has expired
- **Blank/null**—the location is not covered by a s19AB exemption.

Note: reminder notifications will be sent three months before the expiry of an s19AB exemption. Reminder notifications will only be sent if an exemption is over the three month period.

The following columns can be sorted by selecting the drop down arrow:

- Provider number
- Exemption status
- Exemption end date.



Provider Number	Address	Exemption Status	Exemption Start Date	Exemption End Date
2461911L	27 NORTHBOURNE BRADDON ACT 2612	Expired	01/01/2009	01/07/2009
2461911L	27 NORTHBOURNE BRADDON ACT 2612	Expired	01/08/2009	01/05/2010
2461911L	27 NORTHBOURNE BRADDON ACT 2612	Expired	01/08/2010	11/08/2010
2461911L	27 NORTHBOURNE BRADDON ACT 2612		01/12/2010	
2461912A	134 REED ST TUGGERANONG ACT 2900	Expired	01/01/2010	01/03/2010
2461912A	134 REED ST TUGGERANONG ACT 2900	Active	15/03/2010	13/12/2011
2461912A	134 REED ST TUGGERANONG ACT 2900		18/06/2012	

For more information go to www.medicareaustralia.gov.au then For health professionals > HPOS or call 1800 700 199* (option 5).

*Call charges apply