How to bulk bill—a step-by-step guide

Information for nurse practitioners and midwives

1. Provide the service to the patient

2. Complete a *Bulk bill assignment of benefit form*
   
   You can either fill in a DB2-OT paper/carbon or web-based form.
   - The patient signs the *Medicare Australia* copy.
   - The patient keeps the *Patient* copy.

3. Complete a *Claim header form*
   
   You can either fill in a DB2-OTa paper/carbon form or DB1N web-based form.
   - Fill in a *Claim header* form which is signed by the nurse practitioner or midwife.
   - The form is then signed by a witness and dated.

4. Prepare your claim for lodgement
   
   Attach the patient signed copies of the *Assignment of benefit* forms to the *Claim header* form—up to 50 *Assignment of benefit* forms in each batch.

5. Lodge your bulk bill claim with Medicare Australia
   
   Post your completed bulk bill claim to:
   Medicare Australia
   GPO Box 9822
   in your capital city

For more information

Online  www.medicareaustralia.gov.au
Call    132 150*

* Call charges apply.