



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.