



Information Sheet for Pharmacy Connectivity Incentive (PCI) program

What is the Pharmacy Connectivity Incentive (PCI) program?

The Fourth Community Pharmacy Agreement provides funding for professional pharmacy programs and services until 30 June 2010. The support of eHealth activities is one of these priorities.

The PCI program will provide financial incentives to pharmacies to maintain business grade broadband internet connections from 1 January 2008 until 30 June 2010.

The program aims to:

- increase the number of pharmacies using business grade broadband
- promote continued use of business grade Broadband connections
- encourage connection and support pharmacies using PBS online
- increase awareness and understanding by community pharmacists of internet technologies and IT issues more generally.

The program includes a Start-up Security Allowance that will be made available to eligible pharmacies that have not previously been paid a Security Awareness and Conformance payment under Broadband for Health: Pharmacy Program, or a Start-up Security Allowance under the program.

Only those pharmacies defined as an eligible pharmacy may apply for the payment. An eligible pharmacy must be signed up to an Eligible Service Plan through an endorsed provider and be transmitting via PBS claims online.

An eligible pharmacy applying for the Incentive should refer to the PCI Participation Guidelines, which can be found at www.guild.org.au/pci

Who should complete this form?

A pharmacy owner should complete this form on behalf of the pharmacy.

How do I complete this form?

When completing this application, refer to the PCI Participation Guidelines. The Participation Guidelines can be found at www.guild.org.au/pci

Assistance

If you need assistance completing this form call Medicare Australia on **1800 818 111**** or email pci@medicareaustralia.gov.au

Lodgment

Send completed and signed form to:

Fax: **02 6103 9026** or

Mail: **Pharmacy Connectivity Incentive
GPO Box 9826
Hobart TAS 7001**

About the Pharmacy Connectivity Incentive (PCI)

Organisations should note that incentives vary depending on geographical location of the pharmacy and what broadband services the pharmacy can access (terrestrial, wireless or satellite services). Information about what incentives will be paid and under what circumstances is available on The Pharmacy Guild of Australia website at www.guild.org.au/pci

To claim the Pharmacy Connectivity Incentive (PCI) you must be:

- i. recognised under Section 90 of the *National Health Act 1953*
- ii. transmitting claims via PBS online
- iii. the holder of a current Unique Identification Number (UIN) issued by Medicare Australia
- iv. on a 12 month Eligible Service Plan with an endorsed provider

and you must not have received an incentive payment for a claim relating to the same financial year.

What documents do I need to provide to Medicare Australia to claim the Pharmacy Connectivity Incentive (PCI)?



You will need to submit this form and the Statutory Declaration attached.

Organisations that are claiming a satellite level incentive will need to submit evidence to Medicare Australia that they have been unable to have an ADSL broadband service supplied to their location. Please refer to the Participation Guidelines for further information which can be found at www.guild.org.au/pci

What is a Unique Identification Number (UIN)?

A UIN will be issued to each eligible pharmacy which will then entitle that specific pharmacy location to access the incentive. The UIN can only be used by the eligible pharmacy to which it has been issued. The UIN remains with the pharmacy location for the duration of the program and is to be recorded on all documentation related to the incentive payment and the Start-Up Security Allowance (e.g. the Incentive Claim Form and correspondence).

An eligible pharmacy which has not been issued with a UIN should complete an Application for UIN form. This form is available from the Medicare Australia website www.medicareaustralia.gov.au then go to **For Health Professionals** then go to **PBS** then go to **Fourth Community Pharmacy Agreement**. UIN questions should be directed to Medicare Australia on **1800 818 111****.

Where an eligible pharmacy has been issued with a UIN under the Broadband for Health: Pharmacy program the numerical part of this number will remain the same for the Pharmacy Connectivity Incentive (PCI) program and the prefix (BFP) will change to PCI.

**** Call charges apply to mobile and pay phone only**



Pharmacy Connectivity Incentive (PCI) claim form

Pharmacy details

- 1 Unique Identification Number (UIN)
- 2 Pharmacy trading name
- 3 Pharmacy approval number
- 4 Pharmacy location address
- Pharmacy mailing address (if different from above)
- 5 Phone number

 Fax number

 Email
- 6 Are you transmitting claims via PBS online?
 No If **no**, you are not eligible to claim. Resubmit once transmitting claims via PBS online.
 Yes

Claim details

- 7 Are you claiming:
 the Pharmacy Connectivity Incentive (PCI)
 Start up Security Allowance (SSA)
- 8 Has your pharmacy previously claimed the Broadband for Health: Pharmacy incentive?
 No
 Yes

Broadband service details

- 9 What type of connection do you have?
 Terrestrial (ADSL/Cable)
 Wireless
 Satellite (attach technical report)

- 10 Is the service installed?
 No You are not eligible to claim. Please re submit once the service is installed.
 Yes Date service was installed
- 11 Endorsed Service Provider name
- 12 Eligible Service Plan
- 13 Date that you entered into a contract with the Endorsed Service Provider
- 14 Date that the contract is due to expire
- 15 Cost of endorsed service for 12 months (all amounts exclude GST)

Declaration

I declare that:

I have read and understood the Pharmacy Connectivity Incentive program Participation Guidelines.
 I understand that failure to respond to an Audit request may result in Medicare Australia seeking full repayment of any Pharmacy Connectivity Incentives paid.

Name of approved Pharmacist

(print in BLOCK LETTERS)

Signature

Date

Privacy note

The information provided on this form is collected by Medicare Australia for the purpose of administering payments for this program through arrangements with the Department of Health and Ageing and The Pharmacy Guild of Australia. The collection of this information is authorised under the *Medicare Australia Act 1973*.

This information may be used by Medicare Australia to assess your eligibility for an incentive payment under the program. This information may be provided to the Department of Health and Ageing and The Pharmacy Guild of Australia for administration, statistical and policy development issues.



Pharmacy Connectivity Incentive Program (PCI) Statutory Declaration (Statutory Declaration Act 1959)

This Statutory Declaration must be completed and signed by the pharmacy owner. Where a pharmacy is owned by more than one owner, the signature on this Statutory Declaration must be on behalf of all owners.

The pharmacy owner/s must have a Eligible Service Plan in place with an Endorsed Service Provider to provide a qualified broadband service to the pharmacy for a period of not less than 12 months.

I
(print name)

of

Postcode

Phone ()

Date of birth

make the following declaration under the *Statutory Declarations Act 1959*:

1. I am authorised to make this declaration on behalf of all owners (where there are multiple owners)
 No
 Yes
2. An Eligible Service Plan is in place with an Endorsed Service Provider to provide a qualified broadband service to the pharmacy for a period of not less than 12 months.
 No
 Yes
3. The Eligible Service Plan was connected on:

I understand that a person who intentionally makes a false declaration in a Statutory Declaration is guilty of an offence under section 11 of the *Statutory Declaration Act 1959*, and I believe that the statements in this declaration are true in every particular.

Signature of person making the declaration

Declared at (place)

on (date)

before me (print name)

Signature of person before whom the declaration is made

Qualification

Address of person before whom the declaration is made

Postcode

Note 1: a person who intentionally makes a false statement in a Statutory Declaration is guilty of an offence, the punishment for which is imprisonment for a term of four years—see Section 11 of the *Statutory Declaration Act 1959*.

Note 2: chapter 2 of the Criminal Code applies to all offences against the *Statutory Declarations Act 1959*—see Section 5A of the *Statutory Declarations Act 1959*.

A statutory declaration under the *Statutory Declarations Act 1959* may be made before—

(1) a person who is currently licensed or registered under a law to practise in one of the following occupations:

Chiropractor	Patent attorney
Dentist	Pharmacist
Legal practitioner	Physiotherapist
Medical practitioner	Psychologist
Nurse	Trade marks attorney
Optometrist	Veterinary surgeon

(2) a person who is enrolled on the roll of the Supreme Court of a State or Territory, or the High Court of Australia, as a legal practitioner (however described); or

(3) a person who is in the following list:

Agent of the Australian Postal Corporation who is in charge of an office supplying postal services to the public

Australian Consular Officer or Australian Diplomatic Officer (within the meaning of the *Consular Fees Act 1955*)

Bailiff

Bank officer with 5 or more continuous years of service

Building society officer with 5 or more years of continuous service

Chief executive officer of a Commonwealth court

Clerk of a court

Commissioner for Affidavits

Commissioner for Declarations

Credit union officer with 5 or more years of continuous service

Employee of the Australian Trade Commission who is:

- (a) in a country or place outside Australia; and
- (b) authorised under paragraph 3 (d) of the *Consular Fees Act 1955*; and
- (c) exercising his or her function in that place

Employee of the Commonwealth who is:

- (a) in a country or place outside Australia; and
- (b) authorised under paragraph 3 (c) of the *Consular Fees Act 1955*; and
- (c) exercising his or her function in that place

Fellow of the National Tax Accountants' Association

Finance company officer with 5 or more years of continuous service

Holder of a statutory office not specified in another item in this list

Judge of a court

Justice of the Peace

Magistrate

Marriage celebrant registered under Subdivision C of Division 1 of Part IV of the *Marriage Act 1961*

Master of a court

Member of Chartered Secretaries Australia

Member of Engineers Australia, other than at the grade of student

Member of the Association of Taxation and Management Accountants

Member of the Australasian Institute of Mining and Metallurgy

Member of the Australian Defence Force who is:

- (a) an officer; or
- (b) a non-commissioned officer within the meaning of the *Defence Force Discipline Act 1982* with 5 or more years of continuous service; or
- (c) a warrant officer within the meaning of that Act

Member of the Institute of Chartered Accountants in Australia, the Australian Society of Certified Practising Accountants or the National Institute of Accountants

Member of:

- (a) the Parliament of the Commonwealth; or
- (b) the Parliament of a State; or
- (c) a Territory legislature; or
- (d) a local government authority of a State or Territory

Minister of religion registered under Subdivision A of Division 1 of Part IV of the *Marriage Act 1961*

Notary public

Permanent employee of the Australian Postal Corporation with 5 or more years of continuous service who is employed in an office supplying postal services to the public

Permanent employee of:

- (a) the Commonwealth or a Commonwealth authority; or
- (b) a State or Territory or a State or Territory authority; or
- (c) a local government authority;

with 5 or more years of continuous service who is not specified in another item in this list

Person before whom a statutory declaration may be made under the law of the State or Territory in which the declaration is made

Police officer

Registrar, or Deputy Registrar, of a court

Senior Executive Service employee of:

- (a) the Commonwealth or a Commonwealth authority; or
- (b) a State or Territory or a State or Territory authority

Sheriff

Sheriff's officer

Teacher employed on a full-time basis at a school or tertiary education institution