

# General practice checklist – segment 3

PIP QI INCENTIVE

AUDIENCE: GENERAL PRACTICES AND PRIMARY HEALTH NETWORKS

## NON Data Exchanging PIP Practices

### Section 1: Introduction

Is your general practice accredited with the RACGP? Are you currently participating in PIP? Did you know that applications open 1 August 2019 and that your practice may be eligible for up to \$50,000 with the PIP QI Incentive?

### Section 2: Before you register

1. Read the overarching [PIP guidelines](#)
2. Read the [PIP QI Incentive Guidelines](#)
3. Read the [PIP Eligible Data Set Data Governance Framework](#)
4. Review the [Improvement Measures](#)
5. Discuss a data sharing agreement with your PHN
6. If you have any questions check the [Who Do I Ask](#) fact sheet & [FAQs](#) for help

### Section 3: How to register from 1 August 2019

1. Register on [HPOS](#) using your PRODA account from 1 August 2019 onwards
2. For help with PRODA accounts contact [DHS](#)

### Section 4: After you register

1. Let [your local PHN](#) know that you have applied for the PIP QI Incentive
2. Provide your local PHN with your PIP Practice Identifier
3. Discuss data sharing arrangements with your local PHN
4. Submit the PIP Eligible Data Set to your local PHN on a quarterly basis in compliance with the PIP Eligible Data Set Data Governance Framework
5. Work in partnership with your local PHN on practice relevant CQI activities
6. Retain evidence of the CQI activities you have undertaken
7. Sign and return the annual confirmation statement by the due date

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Release status: PHN use <input checked="" type="checkbox"/> Draft in confidence <input checked="" type="checkbox"/>

**SEGMENT 3: NON Data Exchanging PIP Practices**

If you tick all the boxes for the 'Does Your General Practice Currently' checklist, continue to complete the checklist to ensure you meet all the eligibility requirements for the PIP QI Incentive.

**DOES YOUR GENERAL PRACTICE CURRENTLY**

1. Maintain its accreditation

2. Participate in PIP

3. Not share data with your PHN

**BEFORE YOU APPLY ENSURE YOUR GENERAL PRACTICE HAS:**

1. Continued to comply with the PIP Incentive Guidelines on the [Department of Human Services website](#) including maintaining continuous and ongoing accreditation

2. Read and understood the PIP QI Incentive Guidelines found [here](#)

3. Read and understood the PIP Eligible Data Set Data Governance Framework found [here](#)

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<b>IN ORDER TO REGISTER ENSURE YOUR GENERAL PRACTICE HAS:</b>	
1. Continued to meet the requirements of the overarching PIP, these requirements can be found <a href="#">here</a>	<input type="checkbox"/>
2. Applied for the PIP QI Incentive through HPOS using their PRODA account from 1 August 2019. You can apply <a href="#">here</a>	<input type="checkbox"/>
<b>AFTER YOU REGISTER ENSURE YOUR GENERAL PRACTICE HAS:</b>	
1. Complied with the <a href="#">PIP QI Incentive Guidelines</a>	<input type="checkbox"/>
2. Complied with the <a href="#">PIP Eligible Data Set Data Governance Framework</a>	<input type="checkbox"/>
3. Contacted your <a href="#">local PHN</a> and advised them that you have applied for the PIP QI Incentive	<input type="checkbox"/>
4. Provided your local PHN with your PIP Practice Identifier	<input type="checkbox"/>
5. Entered into a data sharing agreement with your local PHN	<input type="checkbox"/>
6. Submitted the PIP Eligible Data Set to your local PHN on a quarterly basis in compliance with the <a href="#">PIP QI Incentive Guidelines</a> and the <a href="#">PIP Eligible Data Set Data Governance Framework</a> by the relevant data submission period.	<input type="checkbox"/>
7. Signed the annual confirmation statement sent by the Department of Human Services in March and return by 31 July each year	<input type="checkbox"/>
8. Begun working in partnership with your local PHN on continuous quality improvement activities	<input type="checkbox"/>
9. Retained evidence of undertaking continuous quality improvement in partnership with their local PHN	<input type="checkbox"/>