## Search for and view payments for MyMedicare Incentives as a Provider



You can review the details of an Incentive payment in Health Professional Online Services (HPOS).

You don't need to call Medicare to access this information - you can access it in HPOS when it suits you.

## Accessing the Search Payment History tile

- Login to your individual Provider Digital Access (PRODA) account.
- Under **My linked services**, select **Go to service** on the Health Professional Online Services tile.
- Select your Medicare provider number (MPN) and location.
- Select Continue.
- The HPOS home page will display.
- Select on My programs, MyMedicare, Search Payment History.

- Select your MPN and location from the drop-down list.
- Select the Incentive from the Incentive type drop-down list.
- Enter the **Payment ID** or leave this blank to see all payments.
- Additional search fields are available via the Advanced Search drop-down.
- Select the Search button. High level information about payments will display.
- Select View details on the relevant row in the search results to display the payment details.

## Search for payments View payment details A > My programs > MyMedicare > Search payment history > Payment Details A > My programs > MyMedicare > Search payment history Payment Details – Regular payment Action Search payment history Payment ID: 2000000789 General Practice in Aged Care Incentive: 1 April 2024 to 30 June Medicare provider number (required) 2024 1111111 - 1 TEST ST, MELBOURNE, 3000 -\$112.50 Paid Sent on 31/07/2024 Payment ID Incentive type Recipient Bank account details ¥ General Practice in Aged Care Provide Account name 1111111- JOHN CITIZEN PROVIDER BANK Organisation site **BSB** numbe Search Clear 1111111111 - Organisation site 000000 29 TEST ST MELBOURNE VIC 3000 Account numbe 0000000 **Advanced Search** V Search results Calculation details Rural loading 🕜 5 payments found for Provider 1111111. \$112.50 Regular payment: Modified Monash category: 6 Rural loading %: 50% Total rural loading amount: \$37.50 Payment 🗘 0 Assessment 0 Payment Payment 0 Incentive type 🗘 Sent date 🗘 Amount \$ ID period type status Amount per patient Incentive amount Patient 🗘 (excl. rural loading) 2000000789 **General Practice** 01/04/2024 -31/07/2024 \$112.50 Regular Paid 30/06/2024 payment in Aged Care View details 16/04/2024 2000000000 **General Practice** Regular Paid \$112.50 01/01/2024 -SANDY KNIGHTS \$75.00 View details in Aged Care 31/03/2024 payment 1234567891

## Accessing additional details about your Incentive payment

Using the Action drop-down list in the top-right corner of the Payment Details screen, you can select:

- **Download payment advice (PDF)** to save a copy of the Payment advice letter.
- View assessment details to access the eligibility assessment used to calculate the amount paid for each patient.
  - The Provider incentive assessment screen will display.
  - From the **Provider requirements** tab you can see if the provider has met their eligibility requirements.
  - From the Eligible patients and Not Eligible patients tabs you can select on individual patients to see the individual service items delivered, and which were eligible or not.



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