



# Incentive Claim Form - Broadband for Health Program (1 July 2005)

## Explanatory Notes

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### What is Broadband for Health?

The Australian Government's Broadband for Health (BFH) initiative supports the use of broadband services by health organisations, in this instance eligible general practices and Aboriginal Community Controlled Health Services (ACCHS). The Department of Health and Ageing (DoHA) will provide an incentive for the uptake of a Qualified Service (QS) and additional value-added services by eligible practice locations and ACCHS. The incentive will be set at a level sufficient to meet the full installation and 12 months usage costs of one broadband QS and provide the opportunity to consider purchase of additional value-added services. The incentive is capped to a maximum level for each geographic zone (RRMA).

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### About the Broadband for Health Incentive

Organisations should note that incentives vary depending on geographical location and what broadband services organisations can access (terrestrial, wireless or satellite services). Information about what incentives will be paid and under what circumstances is available at the DoHA website at: [www.health.gov.au/ehealth/broadband](http://www.health.gov.au/ehealth/broadband)

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### Additional Security Incentive

DoHA will provide an additional one-off \$1000 incentive to assist general practices and ACCHS to address issues around internal local network security (e.g. password management, local area network firewalls and virus protection). To access this incentive, eligible organisations must declare they have completed the Security Awareness and Conformance Report. It is necessary to forward a copy of the completed report to the Health Insurance Commission (HIC) with your incentive claim form. This incentive is only available to Broadband for Health participants. If you have submitted a broadband for health payment form in 2004/2005 you may complete your incentive claim form without Part C. This will enable you to be eligible for the security incentive. Forms will be retained by HIC to ensure eligibility for ongoing broadband for Health incentives.

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### South Australia Applicants

If you are applying from South Australia, the SA Department of Health in partnership with the SA Divisions of General Practice has pre-negotiated a complete security solution for you at no additional cost for you as part of the HealthConnect roll-out. You will need to indicate on the Incentive Claim Form if you would like to take advantage of this. In this case, the \$1,000 incentive will be paid direct to the South Australian Government on your behalf.

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### How do I claim the BFH Incentive?

This form should be used to claim your BFH Incentive from the HIC after referring to the BFH Operational Guidelines. Successful applicants will receive payment directly to their nominated bank account.

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### How do I complete this form?

You should complete this form using the Unique Identification Number (UIN) allocated to your organisation. Additional information needed to complete this form, including the BFH Service Codes and Customer Numbers is available at the Broadband Providers and Subsidies page of DoHA website: [www.health.gov.au/ehealth/broadband](http://www.health.gov.au/ehealth/broadband)

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### Who should complete this form?

An authorised representative of the organisation (for example the Practice Manager) should complete this form on behalf of the organisation.

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### What documents do I need to provide to HIC to claim the BFH Incentive?

In most instances an organisation will only need to submit this form and the Security Awareness & Conformance Report. Organisations that are claiming a satellite level incentive will need to submit evidence to HIC that they have been unable to have an ADSL broadband service supplied to their location. Please refer to the BFH Operational Guidelines for further information.

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### Is my additional practice or clinic also eligible for BFH?

Practice sites or additional ACCHS clinics, that are linked to an eligible organisation may also be able to access a BFH Incentive. A separate BFH Incentive Claim Form must be completed for all eligible practice or clinic sites. Additional sites should already have been issued with a separate UIN. If this has not occurred please email [bfhp@hic.gov.au](mailto:bfhp@hic.gov.au) for further information.

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### Privacy Statement

The information provided in this form is collected by HIC for the purposes of BFH. HIC administers BFH under an arrangement with DoHA (the Department). This information may be used by HIC to assess your entitlement for an incentive payment under BFH. This information (which may include identifying information relating to this Claim Form) may be provided to the Health for statistical, research and policy development purposes and to the Provider of the Qualified Service. Additional identifying information will be supplied by the Service Provider to HIC which may be used by Health and HIC for administrative, policy and statistical purposes. Results from the security assessment and conformance report may be used by the Division of General Practice

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### Where can I find further details about BFH?

More detailed information about BFH QS and incentives, claiming arrangements etc is available in the BFH Operational Guidelines, by visiting [www.health.gov.au/ehealth/broadband](http://www.health.gov.au/ehealth/broadband) or by calling 1800 818 111.

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### Where do I send this form?

Please mail all BFH correspondence to:  
Broadband for Health  
PO Box 1001  
Tuggeranong DC ACT 2901  
Or fax to: (02) 6124 6758.

