

ADDICTION MEDICINE SPECIALIST (AMS) MULTIDISCIPLINARY CASE CONFERENCE FORM

12 Lilburne Street, Lucas VIC 3350 | Phone 53384500



Please ensure all details in this form are completed. Email completed form to argus_gp@bchc.org.au or fax 03 7048 9938

DATE & TIME OF CASE CONFERENCE:

CASE CONFERENCE PARTICIPANTS TO ATTEND: Face to Face Telehealth Video conferencing

Obtain consent from the patient, Substitute Decision-Maker (SDM) or Person Responsible for the case conference to occur.
Consent: Yes No

PATIENT DETAILS

Name:	DOB:
Address:	Medicare Number:
Telephone:	HCC/Pension Number:
Gender at birth:	DVA Number:
ATSI:	Identifies as:
Preferred language:	Next of Kin (name & contact details):
	Patient to attend: <input type="checkbox"/> Yes <input type="checkbox"/> No

CASE CONFERENCE PARTICIPANTS – HEALTHCARE PROFESSIONALS

Required – In addition to the AMS and the participating GP, at least one other Allied Health professional must be in attendance.

1.	Name: Adam Straub Organisation: Ballarat Community Health	Discipline: AMS Phone: 5338 4500
2.	GP name: Practice:	Discipline: General Practitioner Phone:
3.	Other provider name: Practice:	Discipline: Phone:

CASE CONFERENCE PARTICIPANTS - OTHER

Substitute Decision-Maker, Person Responsible, Family members and/or carers in attendance (if applicable).

1.	Name:	Phone:
2.	Name:	Phone:
3.	Name:	Phone:

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CLINICAL INFORMATION
Primary drug/s of concern:
Secondary drug/s of concern:
Current substance use issues/concerns:
Patient mental health history:
Patient medical history:
Current medications and dosage:
Allergies/alerts:

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Key Issues Screening Questions

Advanced Planning – consider:

- Does the patient understand the diagnosis and prognosis?

Identified Issues:	Actions:	Who will address:

Emergency Contacts and Substitute Decision Makers:

- Clarify SDMs/Persons Responsible
- If they are present clarify their responsibility to “act in the patient’s shoes”
- Clarification of other main contacts and who should be contacted in an emergency

Identified Issues	Actions	Who will address:

Symptom Management

- Does the patient have distressing symptoms?

Identified Issues	Actions	Who will address:

Care Needs and Supports – consider:

- Does the patient have adequate supports?
- What is the capacity of those providing supports, and do they need further support?
- Are there any service providers currently involved, or that should be involved?

Identified Issues	Actions	Who will address:

Other Issues to Consider:

- Psychosocial issues
- Financial issues
- Housing

Identified Issues	Actions	Who will address:

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Record of Case Conference

Import from Progress Notes

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CHECKLIST PRIOR TO ATTENDING THE APPOINTMENT/CASE CONFERENCE

Confirm (where relevant and appropriate):

- Telehealth or video conferencing technology to be used for the case conference is available and working
- GP Management Plan (required for MBS billing purposes)
- Patient medical history, medication list, allergy list and relevant correspondence are available
- Ensure the patient, SDM, Person Responsible, family members and/or carers have been notified of the time and location of the case conference if they are to attend.

Note: if the case conference is to be conducted via Telehealth, please ensure you are ready to receive the phone/video call at the agreed time.

Part 2: MBS BILLING

MBS Multidisciplinary Case Conference Items GP

Criteria for MBS billing:

- Patients with a chronic or terminal medical condition and complex care needs requiring care or services from their usual GP and at least two other health or care providers are eligible for a case conference service.

Items:

There are six case conferencing items based on the duration of the service and on whether the GP is organising and coordinating or participating in the case conference.

Note: It is expected that a patient would not usually require more than 5 case conferences in any 12 month period.

Note: CDM items cannot be claimed in conjunction with case conference items or on the same day

Duration of the Service	Participate	Organise, Coordinate & Participate
At least 15 minutes and less than 20 minutes	747	735
At least 20 minutes and less than 40 minutes	750	739
At least 40 minutes	758	743

Allied Health Criteria for MBS billing:

- Patient must be under the care of a GP for chronic disease management

Items:

There are three case conferencing items per patient group that can be used based on duration.

Note: These patients must have a Chronic Disease Management Plan in place before claiming these items

Duration of the Service	Participate	Organise, Coordinate & Participate
At least 15 minutes and less than 20 minutes	10955	N/A
At least 20 minutes and less than 40 minutes	10957	N/A
At least 40 minutes	10959	N/A