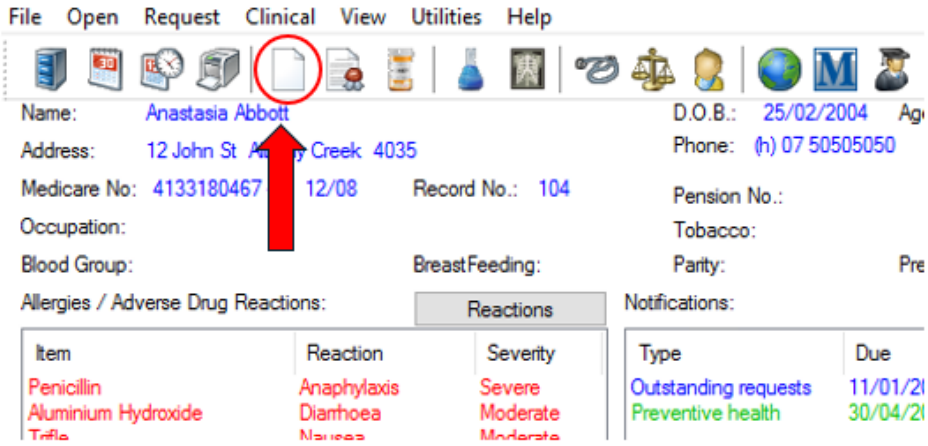
Creating a Medication Management Plan

Best Practice – complete a Home Medicines Review using a custom template

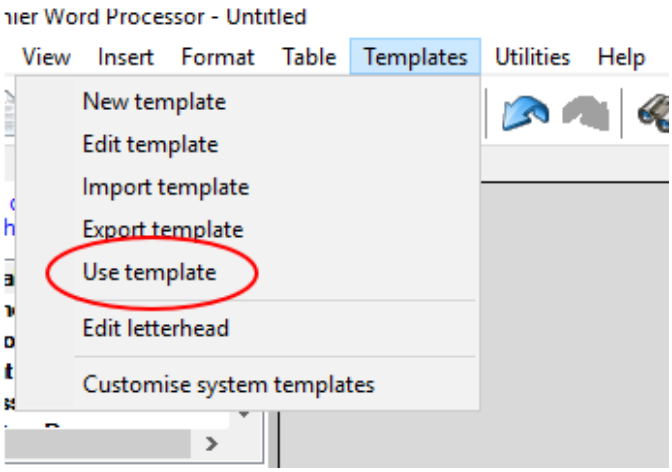
Claim Medicare Item 900 only after developing a **Medication Management Plan (MMP),** in accordance with MBS requirements. This should involve a discussion with the patient about the HMR report findings and include agreed-upon goals and actions.

To start, import custom template HMR 2 Management Plan Brisbane North PHN
Refer to Importing template instructions for clinical software.

1. Open the **Patient Clinical File**.
2. Open the **Word Processor** by clicking on the **New Letter** Icon.



3. Select **Templates** from the top drop-down menu and select **Use Template.**



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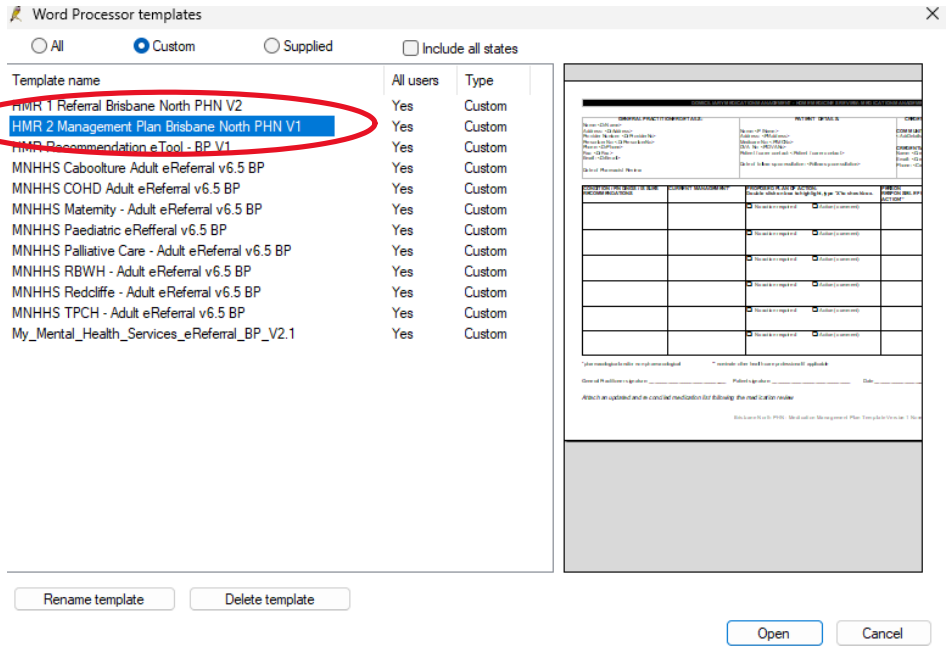
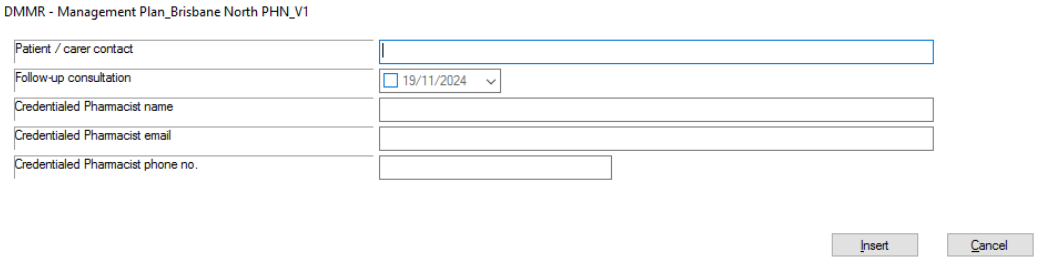
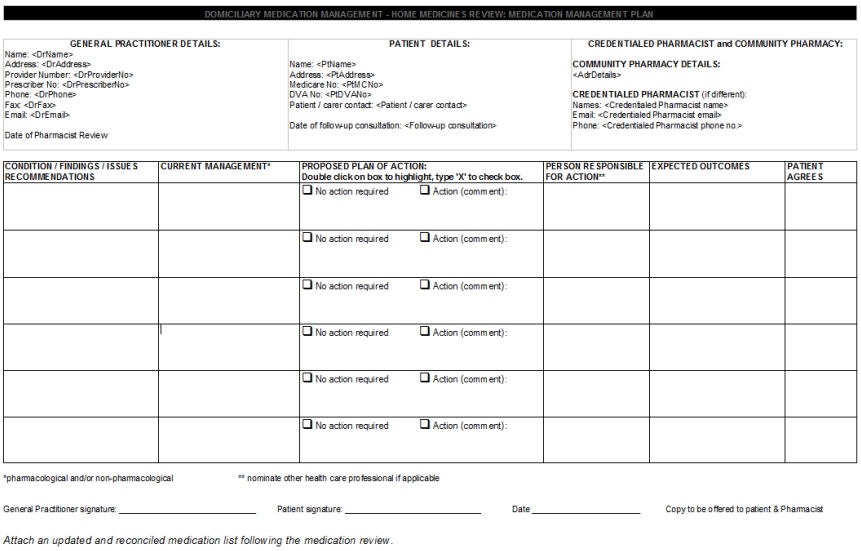
4. Select **Custom** template tab.
5. Double click **HMR 2 Management Plan Brisbane North PHN**



6. Select **Community Pharmacy** details from the local directory and add **Credentialed (Accredited) Pharmacist** details if different to pharmacy. **Select Insert.**



7. Complete the table ensuring all fields are filled and patient agrees to proposed plan of action. **Please note:** To manually check a box, **double click on box to highlight, type 'X' to check box.**



8. Attach an updated and reconciled medication list following the medication review.
9. Both parties sign completed documentation.
10. Offer a copy of the medication management plan to the patient.
11. Send a copy of the medication management plan to the Credentialed Pharmacist/Community Pharmacy and other relevant health professionals by chosen secure messaging method.
12. Claim MBS Item 900

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GO TO:

PATIENT FILE

NEW LETTER

TEMPLATES

USE TEMPLATE

CUSTOM, HMR 2 Medication Plan Brisbane North PHN

DISCUSS HMR FINDINGS WITH PATIENT

COMPLETE TABLE AND ISSUES IDENTIFIED

AGREE PROPOSED PLAN OF ACTION

OFFER COPY OF MMP TO PATIENT

SEND MMP TO CREDENTIALED PHARMACIST/ PHARMACY

CLAIM MBS ITEM 900

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