

What is the PBS HMC?

The PBS HMC is a standardised medication chart to be used in public and private hospitals for the prescribing, supply, administering and claiming of eligible PBS and Repatriation Pharmaceutical Benefits Scheme (RPBS) medicines.

The PBS HMC streamlines the process for the prescribing and claiming of PBS medicines directly from the chart without the need for a separate prescription.

The PBS HMC has been developed from the National Inpatient Medication Chart (NIMC) and retains the safety elements of this chart while incorporating additional fields for PBS prescribing and supply. It has been trialled in public and private hospitals.

How will it be implemented?

The PBS HMC is available for implementation in public and private hospitals. Implementation will be supported by a number of resources that are available via the Australian Commission on Safety and Quality in Health Care's (the Commission's) website including:

- High resolution **print-ready files** of the PBS HMC
- An **Implementation Guide** outlining the principles of implementation, an implementation checklist and the requirements for local modifications and printing
- A comprehensive **User Guide**, which forms the basis of local communication and education of clinicians
- A **Fact Sheet** summarising the requirements for claiming from the chart
- An **online learning module** (under development) to provide support to health professionals during implementation
- The Secretary of Health's **Instrument of Approval** giving effect to the use of the PBS HMC in public and private hospitals.

Who can prescribe and claim medicines on the chart?

Pharmaceutical benefits can only be prescribed by doctors, dentists, optometrists, midwives and nurse practitioners who are approved to prescribe PBS medicines under the *National Health Act 1953* (see **PBS website** for further details).

Approved prescribers must complete their details including contact number and prescriber number on the front cover of the chart.

What medicines can be prescribed?

Most medicines are eligible to be supplied and claimed from the chart except for Life Saving Drugs Program medicines, and aids and appliances. Authority Required (STREAMLINED) medicines are eligible for supply from the chart. Telephone authorities are also permitted.

If the medicine is not eligible for supply from a medication chart prescription, the order must still be written on the chart and a separate PBS or RPBS prescription provided to the pharmacy for the purposes of supply.

How should medicines be prescribed?

Prescribers should ensure that each medicine panel is completed in full. The checklist (over the page) can be used to assist with the details that need to be recorded. Other helpful hints include:

- Write clearly in blue or black pen using ball point pens only
- Write the word 'private' or 'non-pbs' where you do not intend a PBS or RPBS claim to be made
- Tick the brand substitution box if any or all of the medicines on the PBS HMC are not suitable for generic substitution – emphasise your instruction by specifying the brand name in each applicable medicine order
- Mark the appropriate 'valid for' period on the front of the chart (1, 4 or 12 months) and initial
- Refer to the User Guide for further information on the best practice use of the PBS HMC
- Prescribers must ensure that medicines are prescribed on the PBS HMC in accordance with jurisdictional regulations.

CHECKLIST – Requirements for a PBS prescription

Patient identification

- Patient's full name (as it appears on their Medicare card)
- Patient's address
- Patient's Medicare number
- Any number specified on a card issued by the Commonwealth, as an entitlement number for the patient

Prescriber details

- Name
- PBS prescriber number
- Contact number (mobile / pager)
- Address
- Signature and date

Period of chart validity

- 'Expiry date' or the 'Chart valid' period (1, 4 or 12 months)

Medicine details

- PBS, RPBS or private? (strike through those that do not apply)
- Medicine and form
- Dose
- Route
- Frequency
- SAC / AAN (Streamlined Authority Code or Authority Approval Number)
- Brand substitution
- Signature
- (Start date)

Discharge

- Continue on discharge
- Dispense (Y/N)
- Duration
- Qty
- Signature
- Date

Need help?

- For information about the implementation of the PBS HMC, including clinical, safety and quality aspects, contact the Commission:
Email: PBSHospitalMedCha@safetyandquality.gov.au
Web: www.safetyandquality.gov.au
- For information about Commonwealth policy or legislation/regulatory requirements relating to the PBS HMC, contact the Department of Health
Phone: **1800 020 613**
Email: pbshmc@health.gov.au
- For information about state or territory regulatory requirements contact your relevant jurisdiction
- For information about operational aspects regarding claiming from the PBS HMC, contact the Department of Humans Services:
Phone: **132 290**
Email: pbs@humanservices.gov.au