

General Practice Readiness Checklist

For Aboriginal and Torres Strait Islander health

1. CREATE A WELCOMING ENVIRONMENT

Artwork/signage
Appropriate posters
Display flags
Acknowledgement of Traditional Custodians plaque
Culturally appropriate health resources/brochures

2. PREPARE PRACTICE SYSTEMS

Prepare systems such as recall and reminders for patients and update Aboriginal Torres Strait Islander status for patients.

3. ESTABLISH A STANDARD PROCESS

Ask all patients if they identify as Aboriginal and Torres Strait Islander.
Further support and guidance can be found at RACGP.
www.racgp.org.au

4. COMPLETE HEALTH ASSESSMENT

Perform an assessment on the patient's health (MBS 715) in relation to general health as well as chronic disease and risk factors.

5. REGISTER YOUR PRACTICE

Register your practice with Services Australia for the Practice Incentives Program – Indigenous Health Incentive (PIP IHI). At least two staff members must undergo cultural awareness training within one year of registration with PIP IHI.

6. SEEK PATIENT CONSENT

Seek patient consent and register patient for the PIP IHI and/ or PBS Co-payment measure.
Offer assistance to complete registration forms where appropriate.
<https://www.servicesaustralia.gov.au/organisations/health-professionals/forms/ip017>

7. ANNOTATE PBS PRESCRIPTIONS

Annotate prescriptions with CTG for registered patients for access to more affordable medicines.

8. DEVELOP A CARE PLAN

Develop a care plan for your patient if they have a chronic condition. Refer to specialists and allied health providers if appropriate.

9. REFER ELIGIBLE PATIENTS

If eligible: refer patients to the ITC program, more information can be found on program providers at www.ourphn.org.au

10. RE-REGISTER PATIENT

Re-register eligible patients annually for PIP IHI.

For assistance related to Aboriginal and Torres Strait Islander health initiatives please contact us at www.ourphn.org.au

