



A Message to all Approved Rehabilitation Providers

Changes to ARP invoicing arrangements for rehabilitation costs

Comcare has recently issued the following advice to Rehabilitation Case Managers and providers need to be aware of the changes in the process by which invoices are approved and paid.

Comcare pays costs incurred by employers under s36 and s37 of the SRC Act. The current process by which an employer approves costs incurred under S37 of the SRC Act is through submission of a Return to Work Plan to Comcare.

Costs incurred by an employer for any assessment conducted under s36 of the SRC Act must also be approved by the employer as the rehabilitation authority. To allow Comcare to pay such costs, Comcare must be satisfied that the employer has approved this expenditure.

Comcare cannot pay an invoice that it receives for these services where the employer (or its delegate) has not provided formal approval to pay prior to or at the time of forwarding the invoice to Comcare. Comcare therefore requires that any invoice for a service provided under s36 include clear notation of the employer's approval to pay. Comcare will return to the employer for approval, any invoices for which it does not have the employer's written approval to pay.

Early in 2008, Comcare will be amending Form 116 (*Request for Rehabilitation Assessment*) to enable an employer to note its approval of costs, up to a specified amount, for assessments it has requested under s36, prior to the assessment being conducted. This form, when received by Comcare, will then give Comcare the authority to pay invoices it receives for any such assessments.

Rehabilitation Provider Training

The training calendar for January to June 2008 is now on the Comcare website at: www.comcare.gov.au under "Learning and Development".

You are reminded of the need to ensure that new staff delivering return to work services under the SRC Act, attend the next locally available Comcare Provider Training, if they have not previously done so. Below is the Calendar of upcoming provider training for 2008:

Date	Time	Apply by	City
11 Feb 20 May	9.00-4.30	30 Jan 8 May	Adelaide
5 Feb 13 May	9.00-4.30	23 Jan 1 May	Brisbane
26 Feb	9.00-4.30	14 Feb	Darwin

During the week of 27 - 30 May	9.00-4.30	19 May	Hobart
13 Feb 11 June	9.00-4.30	1 Feb 30 May	Canberra
6 March 8 April 5 June	9.00-4.30	25 Feb 27 March 26 May	Melbourne
15 April	9.00-4.30	3 April	Perth
28 Feb 6 May 26 June	9.00-4.30	18 Feb 24 April 16 June	Sydney
4 March	9.00-4.30	21 Feb	Townsville

Please contact our Learning and Development Solutions Team on 1300 366 979 if you have any questions on Comcare's training programs or to arrange in-house training for your employees.

If you have any queries regarding rehabilitation and Comcare, please go to the Comcare web page or follow the links to the rehab provider pages below.

http://www.comcare.gov.au/rehabilitation/new_information_for_rehabilitation_providers

Alternatively, for queries about staff changes, web information updates, business detail changes, or any other questions regarding approval, please email: rehab.approval@comcare.gov.au or telephone the SRC Policy team on **1300 366 979**.

For operational queries about specific claims or agencies, you will need to ring the number provided above and speak to the relevant customer service officer.

Kind Regards

The Comcare approval team

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1300 366 979
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www.comcare.gov.au