

HCF MEDICOVER HOW TO REGISTER



DOWNLOAD THE MEDICOVER REGISTRATION FORM AT
www.hcf.com.au/HCFMedicalProviderPortal

This form should be used to apply for Medcover registration for the first time or to add a new provider location (ie. a provider location number that is not currently registered for Medcover).

Ensure you are eligible to participate in HCF's Medcover arrangements. Medcover is only available to specialist doctors working in Private Practice (see definition below). It is not available to Pathologists, Radiologists or Doctors employed fully or partially by a publicly funded facility.

Complete the form with all necessary information:

- Provider numbers for each practice location you want registered for Medcover
- Indicate whether you want to participate as No Gap or Known Gap for each location
- Bank account details – BSB, Account Number and Account Name
- Contact details
- Ensure you have downloaded and read the Medcover Terms and Conditions
- Provider declaration – must be signed by doctor.

NOTE

All applications will be registered from the date that HCF receives and accepts the form. This means that Medcover eligibility only becomes effective from this date and any services or claims submitted for services prior to this date will not be applicable for HCF 'extra benefits' and will be rejected.

If any information is missing from the form the registration can't be finalised and the registration will only take effect from the date a revised application is received.

Once your application is processed, HCF will send you confirmation. If you don't receive confirmation within 14 days of sending in your application please contact HCF. HCF takes no responsibility for lost or missing applications and will not backdate the start date in these circumstances.

Send your fully completed form to HCF:



MAIL TO
HCF Medcover Registration
GPO BOX 4242 Sydney NSW 2001



EMAIL US
medicoverenquiry@hcf.com.au

HCF's definition of private practice

A Recognised Provider operating on an independent and self-supporting basis either as a sole, partnership or group private practice but not employed or engaged by or subsidised by the Commonwealth or a State or Territory Government for the provision of accommodation, facilities or other services.

For the avoidance of doubt, this does not include medical practitioners employed by or contracted to a public hospital or any other type of publicly funded facility even where they are undertaking the services as part of private practice arrangements.