



# Government Gazette Staatskoerant

REPUBLIC OF SOUTH AFRICA  
REPUBLIEK VAN SUID AFRIKA

Vol. 657

25 March  
Maart 2020

No. 43137

N.B. The Government Printing Works will  
not be held responsible for the quality of  
“Hard Copies” or “Electronic Files”  
submitted for publication purposes

ISSN 1682-5843



**AIDS HELPLINE: 0800-0123-22 Prevention is the cure**

**IMPORTANT NOTICE:**

**THE GOVERNMENT PRINTING WORKS WILL NOT BE HELD RESPONSIBLE FOR ANY ERRORS THAT MIGHT OCCUR DUE TO THE SUBMISSION OF INCOMPLETE / INCORRECT / ILLEGIBLE COPY.**

**No FUTURE QUERIES WILL BE HANDLED IN CONNECTION WITH THE ABOVE.**

**Contents**

<i>No.</i>	<i>Gazette No.      Page             No.</i>
<b>GENERAL NOTICES • ALGEMENE KENNISGEWINGS</b>	
<b>Labour, Department of/ Arbeid, Departement van</b>	
200      Compensation for Occupational Injuries and Diseases Act (130/1993), as amended: Annual increase in medical tariffs for medial services providers.....	43137      3

---

GENERAL NOTICES • ALGEMENE KENNISGEWINGS

---

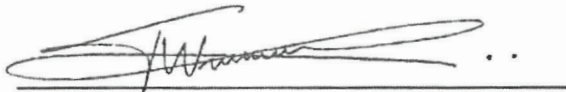
DEPARTMENT OF LABOUR

NOTICE 200 OF 2020

# **CHIROPRACTOR GAZETTE 2020.**

**COMPENSATION FOR OCCUPATIONAL INJURIES AND DISEASES ACT, 1993 (ACT NO.130 OF 1993), AS AMENDED****ANNUAL INCREASE IN MEDICAL TARIFFS FOR MEDICAL SERVICES PROVIDERS.**

1. I, Thembelani Waltermade Nxesi, Minister of Employment and Labour, hereby give notice that, after consultation with the Compensation Board and acting under powers vested in me by section 97 of the Compensation for Occupational Injuries and Diseases Act, 1993 (Act No.130 of 1993), prescribe the scale of "Fees for Medical Aid" payable under section 76, inclusive of the General Rule applicable thereto, appearing in the Schedule, with effect from **1 April 2020**.
2. Medical Tariffs increase for **2020** is **5.6%**
3. The fees appearing in the Schedule are applicable in respect of services rendered on or after **1 April 2020** and **Exclude 15% Vat**.



**MR TW NXESI, MP**  
**MINISTER OF EMPLOYMENT AND LABOUR**  
DATE: 17/01/2020

Kommunikasie-en-inligtingstelsel • Dithaeletsano tsa Puso • Tekuchumana taHulumende • EzokuXhumana koMbuso • Dikgokahano tsa Mmuso  
Vhuvhidzani ha Muvhuso • Dikgokagano tsa Mmuso • liNkonzo zoNxibelelwano lukaRhulumente • Vuhlanganisi bya Mfumo • UkuThintanisa koMbuso

*Batho Pele* - putting people first



## GENERAL INFORMATION

### THE EMPLOYEE AND THE MEDICAL SERVICE PROVIDER

**The employee is permitted to freely choose his own service provider e.g. doctor, pharmacy, physiotherapist, hospital, etc.** and no interference with this privilege is permitted, as long as it is exercised reasonably and without prejudice to the employee or to the Compensation Fund. The only exception to this rule is in case where an employer, with the approval of the Compensation Fund, provides comprehensive medical aid facilities to his employees, i.e. including hospital, nursing and other services — section 78 of the Compensation for Occupational Injuries and Diseases Act refers.

In terms of section 42 of the Compensation for Occupational Injuries and Diseases Act, the Compensation Fund may refer an injured employee to a specialist medical practitioner designated by the Director General for a medical examination and report. Special fees are payable when this service is requested.

In terms of section 76,3(b) of the Compensation for Occupational Injuries and Diseases Act, no amount in respect of medical expenses shall be recoverable from the employee.

In the event of a change of medical practitioner attending to a case, the first doctor in attendance will, except where the case is transferred to a specialist, be regarded as the principal. **To avoid disputes regarding the payment for services rendered, medical practitioners should refrain from treating an employee already under treatment by another doctor without consulting / informing the first doctor.** As a general rule, changes of doctor are not favoured by the Compensation Fund, unless sufficient reasons exist.

According to the National Health Act no 61 of 2003, Section 5, a health care provider may not refuse a person emergency medical treatment. Such a medical service provider should not request the Compensation Fund to authorise such treatment before the claim has been submitted to and accepted by the Compensation Fund. **Pre-authorisation of treatment is not possible and no medical expense will be approved if liability for the claim has not been accepted by the Compensation Fund.**

An employee seeks medical advice at his own risk. If an employee represented to a medical service provider that he is entitled to treatment in terms of the Compensation for Occupational Injuries and Diseases Act, and yet failed to inform the Compensation Commissioner or his employer of any possible grounds for a claim, the Compensation Fund cannot accept responsibility for medical expenses incurred. The Compensation Commissioner could also have reasons not to accept a claim lodged against the Compensation Fund. In such circumstances the employee would be in the same position as any other member of the public regarding payment of his medical expenses.

**Please note that from 1 January 2004 a certified copy of an employee's identity document will be required in order for a claim to be registered with the Compensation Fund.** If a copy of the identity document is not submitted the claim will not be registered but will be returned to the employer for attachment of a certified copy of the employee's identity document. Furthermore, all supporting documentation submitted to the Compensation Fund must reflect the identity number of the employee. If the identity number is not included such documents can not be processed but will be returned to the sender to add the ID number.

The tariff amounts published in the tariff guides to medical services rendered in terms of the Compensation for Occupational Injuries and Diseases Act do not include VAT. All accounts for services rendered will be assessed without VAT. Only if it is indicated that the service provider is registered as a VAT vendor and a VAT registration number is provided, will VAT be calculated and added to the payment, without being rounded off.

The only exception is the "per diem" tariffs for Private Hospitals that already include VAT.

Please note that there are VAT exempted codes in the private ambulance tariff structure.

#### **CLAIMS WITH THE COMPENSATION FUND ARE PROCESSED AS FOLLOWS**

1. New claims are registered by the Employers and the Compensation Fund and the **employer views the claim number allocated online**. The allocation of a claim number by the Compensation Fund, does not constitute acceptance of liability for a claim, but means that the injury on duty has been reported to and registered by the Compensation Commissioner. Enquiries regarding claim numbers should be directed to the employer and not to the Compensation Fund. The employer will be in the position to provide the claim number for the employee as well as indicate whether the claim has been accepted by the Compensation Fund
2. If a claim is **accepted** as a COIDA claim, **reasonable medical expenses** will be paid by the Compensation Commissioner.
3. If a claim is **rejected (repudiated)**, medical expenses for services rendered will not be paid by the Compensation Commissioner. The employer and the employee will be informed of this decision and the injured employee will be liable for payment.
4. If **no decision** can be made regarding acceptance of a claim due to inadequate information, the outstanding information will be requested and upon receipt, the claim will again be adjudicated on. Depending on the outcome, the invoices from the service provider will be dealt with as set out in 2 and 3. Please note that there are claims on which a decision might never be taken due to lack of forthcoming information.

## BILLING PROCEDURE

1. All service providers should be registered on the Compensation Fund claims system in order to capture invoices and medical reports.
  - 1.1 Medical reports should always have a clear and detailed clinical description of injury and related ICD 10 Code.
  - 1.2 In a case where a surgical procedure is done, an operation report is required
  - 1.3 Only one medical report is required when multiple procedures are done on the same service date
  - 1.4 A medical report is required for every invoice submitted covering every date of service.
  - 1.5 Referrals to another medical service provider should be indicated on the medical report.
  - 1.6 Medical reports, referral letters and all necessary documents should be uploaded on the Compensation Fund claims system.

**NOTE: Service providers are required to keep original documents (i.e medical reports, invoices) and these should be made available to the Compensation Commissioner on request.**

2. Medical invoices should be switched to the Compensation Fund using the attached format. - Annexure D.
  - 2.1. Subsequent invoice must be electronically switched. It is important that all requirements for the submission of invoice, including supporting information, are submitted.
  - 2.2. Manual documents for medical refunds should be submitted to the nearest labour centre.
  - 2.3 Service providers may capture and submit medical invoices directly on the Compensation Fund system online application.
3. The status of invoices /claims can be viewed on the Compensation Fund claims system. If invoices are still outstanding after 60 days following submission, the service provider should complete an enquiry form, W.Cl 20, and submit it ONCE to the Provincial office/Labour Centre. All relevant details regarding Labour Centres are available on the website [www.labour.gov.za](http://www.labour.gov.za).
4. If an invoice has been partially paid with no reason indicated on the remittance advice, an enquiry should be made with the nearest processing labour centre. The service provider should complete an enquiry form, W.Cl 20, and submit it ONCE to the Provincial office/Labour Centre. All relevant details regarding Labour Centres are available on the website [www.labour.gov.za](http://www.labour.gov.za).



5. Details of the employee's medical aid and the practice number of the referring practitioner must not be included in the invoice.
  - If a medical service provider claims an amount less than the published tariff amount for a code, the Compensation Fund will only pay the claimed amount and the short fall will not be paid.
6. Service providers should not generate the following:
  - a. Multiple invoices for services rendered on the same date i.e. one invoice for medication and a second invoices for other services.
  - b. Cumulative invoices – Submit a separate invoice for every month.

**\* Examples of the new forms (W.Cl 4 / W.Cl 5 / W.Cl 5F) are available on the website [www.labour.gov.za](http://www.labour.gov.za) •**

**MINIMUM REQUIREMENTS FOR INVOICE RENDERED**

**Minimum information** to be indicated on invoices submitted to the Compensation Fund

- Name of employee and ID number
- Name of employer and registration number if available
- Compensation Fund claim number
- DATE OF ACCIDENT (not only the service date)
- Service provider's **invoice number**
- The practice number (changes of address should be reported to BHF)
- VAT registration number (VAT will not be paid if a VAT registration number is not supplied on the account)
- Date of service (the actual service date must be indicated: the invoice date is not acceptable)
- Item codes according to the officially published tariff guides
- Amount claimed per item code and total of account
- It is important that all requirements for the submission of invoices are met, including supporting information, e.g:
  - All pharmacy or medication accounts must be accompanied by the original scripts
  - The referral letter from the treating practitioner must accompany the medical service providers' invoice.

**COMPENSATION FUND MEDICAL SERVICE PROVIDERS REGISTRATION REQUIREMENTS**

Medical service providers treating COIDA patients must comply with the following requirements before submitting medical invoices to the Compensation Fund:

- Medical Service Providers must register with the Compensation Fund as a Medical Service Provider.
- Medical Service Providers must register with the Compensation Fund as a system user for loading of medical invoices and medical reports.
- Render medical treatment to patients in terms of COIDA Section 76 (3) (b).
- Submit Proof of registration with the Board of Healthcare Funders of South Africa.
- Submit SARS Vat registration number document on registration.
- A certified copy of the MSP's Identity document not older than three months.
- Proof of address not older than three months.
- Submit medical invoices with gazetted COIDA medical tariffs, relevant ICD10 codes and additional medical tariffs specified by the Fund when submitting medical invoices.
- All medical invoices must be submitted with invoice numbers exclude duplicates.
- Submit medical reports and medical invoices through the Compensation Fund Medical service provider application on or before submission/switching of medical invoices.
- Provide medical reports and invoices within a specified time frame on request by the Compensation Fund in terms of Section 74 (1) and (2).
- The name of the switching house that submit invoices on behalf of the medical service provider must be indicated on Medical service provider letterhead. The Fund must be notified in writing when changing from one switching house to another.

All medical service providers will be subjected to the Compensation Fund vetting processes.

**The Compensation Fund will reject all invoices that do not comply with billing requirements as published in the Government Gazette.**

**REQUIREMENTS FOR SWITCHING MEDICAL INVOICES WITH THE COMPENSATION FUND**

The switching provider must comply with the following requirements:

1. Registration requirements as an employer with the Compensation Fund.
2. Host a secure FTP server to ensure encrypted connectivity with the Fund.
3. Submit and complete a successful test file before switching the invoices.
4. Validate medical service providers' registration with the Board of Healthcare Funders of South Africa.
5. Ensure elimination of duplicate medical invoices before switching to the Fund.
6. Invoices submitted to the Compensation Fund must have Gazetted COIDA Tariffs that are published annually and comply with minimum requirements for submission of medical invoices and billing requirements.
7. File must be switched in a gazetted documented file format published annually with COIDA tariffs.
8. Single batch submitted must have a maximum of 100 medical invoices.
9. File name must include a sequential batch number in the file naming convention.
10. File names to include sequential number to determine order of processing.
11. Medical Service Providers will be subjected to Compensation Fund vetting processes.
12. Provide any information requested by the Fund.
13. Third parties must submit power of attorney.

**Failure to comply with the above requirements will result in deregistration of the switching house.**



MSP's PAID BY THE COMPENSATION FUND	
Discipline Code :	Discipline Description :
4	Chiropractors
9	Ambulance Services - advanced
10	Anesthetists
11	Ambulance Services - Intermediate
12	Dermatology
13	Ambulance Services - Basic
14	General Medical Practice
15	General Medical Practice
16	Obstetrics and Gynecology (work related injuries)
17	Pulmonology
18	Specialist Physician
19	Gastroenterology
20	Neurology
22	Psychiatry
23	Radiation/Medical Oncology
24	Neurosurgery
25	Nuclear Medicine
26	Ophthalmology
28	Orthopedics
30	Otorhinolaryngology
34	Physical Medicine
35	Emergency Medicine Independent Practice Specialist
36	Plastic and Reconstructive Surgery
38	Diagnostic Radiology
39	Radiographers
40	Radiotherapy/Nuclear Medicine/Oncologist
42	Surgery Specialist
44	Cardio Thoracic Surgery
46	Urology
49	Sub-Acute Facilities
52	Pathology
54	General Dental Practice
55	Mental Health Institutions
56	Provincial Hospitals
57	Private Hospitals
58	Private Hospitals
59	Private Rehab Hospital (Acute)
60	Pharmacies
62	Maxillo-facial and Oral Surgery
64	Orthodontics
66	Occupational Therapy
70	Optometrists
72	Physiotherapists
75	Clinical technology (Renal Dialysis only)
76	Unattached operating theatres / Day clinics
77	Approved U O T U / Day clinics
78	Blood transfusion services
79	Hospices
82	Speech therapy and Audiology
86	Psychologists
87	Orthotists & Prosthetists



88	Registered nurses
89	Social workers
90	Manufacturers of assisstive devices

**TARIFF OF FEES IN RESPECT OF CHIROPRACTIC SERVICES FROM 1 APRIL 2020**  
**GENERAL RULES GOVERNING THE TARIFF**

- 001** “After hours treatment” shall mean those performed by arrangement at night between 18:00 and 07:00 on the following day or during weekends between 13:00 Saturday and 07:00 on Monday. Public holidays are regarded as Sundays. This rule shall apply for all treatment whether administered in the practitioner’s rooms, or at a nursing home or private residence (only by arrangement when the employee’s condition necessitates it). The fee for all treatment under this rule shall be the total fee for treatment + 50%. In cases where the chiropractor’s scheduled working hours extend after 18:00 during the week or 13:00 on a Saturday the above rule shall not apply and the treatment fee shall be that of the **normal listed tariff**.

**002** *Travelling fees*

- (a) Where, in the case of emergency, a chiropractor is called out from his residence or rooms to an employee’s home or the hospital, travelling fees can be charged if more than 16 kilometres in total have to be travelled.
- (b) If more than one employee is attended to during the course of a trip, the full travelling expenses must be divided *pro rata* between the relevant employees.
- (c) A practitioner is not entitled to charge for any travelling expenses to his rooms.

When a chiropractor has to travel to visit an employee, the fees shall be calculated as follows:

R3.77 per km for each kilometre travelled in **own car**.

- 003** If, after a series of 20 treatment sessions for the same condition, further treatment is required, the practitioner must submit a progress report to the Compensation Commissioner indicating the necessity for further treatment and the number of further treatment sessions required. Without such a report payment for treatment sessions in excess of 20 shall not be considered.

- 004** The reports for completion by the practitioner:
- (a) **The First Medical Report (W.Cl.4)**  
The form is used for all injured employees. The practitioner should note that the form is in the nature of a signed medical certificate and he should, therefore, observe due care in completing, dating and signing the form.
  - (b) **The Progress or Final Medical Report (W.Cl.5)**  
This form is used either for progress reports or the final report; the appropriate descriptive title being retained as the case may be. Most of the items in the report are self-explanatory and require no special amplification.
- 006** Un-cancelled appointments — Appointments not cancelled at least four hours before the relevant appointment time — relevant practitioner's fees shall be payable by the employee.
- 007** **Reports:**  
Not applicable in respect of injured workmen covered under the COIDA.
- 008** **Change of chiropractor / medical practitioner ("supersession"):**  
In the event of a change of chiropractor / medical practitioner consulted, the first chiropractor / medical practitioner in attendance will, except where the case is handed over to a specialist, be regarded as the principal, and payment will normally be made to him / her. To avoid disputes, chiropractors / medical practitioners should refrain from treating a case already under treatment without first discussing it with the first chiropractor / medical practitioner. As a general rule, changes of chiropractor / medical practitioner are not favoured, unless sufficient reasons exist.

**CHIROPRACTOR / CHIROPRAKTISYN 2020**

2020

**1 CONSULTATIONS / KONSULTASIES**

- 04301 Initial consultation — including the taking of a full case history or pertinent history, but excluding remedies, immobilisation and manipulation procedures R 307.20  
 Consultation includes history taking, guidance, education, health promotion and/or consultation.  
 The consultation code may be charged only once at the consultation or Visit.

**2 DIAGNOSTIC PROCEDURES**

Only a single item from this section may be charged per patient encounter. Diagnostic procedures included in the scope of practice are; physical examination, neurological examination

**Initial consultation-** charge 04313 (may only be used once per episode of injury)

**Follow up consultation -** use 04311 or 04312 only

When using 04312 at a subsequent consultation, a motivation detailing why two diagnostic are required at a follow up treatment. Use form WCL5 to submit your motivation.

- 04311 Single diagnostic procedure (May be used with up to three treatment/therapeutic codes) R 199.14  
 04312 Two diagnostic procedures (Attach Motivation) R 302.57  
 04313 Three diagnostic procedures (May only be used on an initial Consultation) R 398.28

**TREATMENT ( THERAPEUTIC PROCEDURES )**

Only a single item from this section may be charged per patient encounter

- 04331 Single treatment procedure R 422.98  
 04332 Two treatment procedures R 512.52  
 04333 Three treatment procedures R 602.05  
 04334 Four treatment procedures R 691.59  
 04335 Five treatment procedures R 781.13  
 04336 Six treatment procedures R 869.12

**IMMOBILISATION OR THERAPEUTIC EXERCISE IN RELATION TO PREPARATION OR FITTING OF APPLIANCES**

Only a single item from this section may be charged per patient encounter

- 04321 Single instance of immobilization or therapeutic exercises R 602.05  
 04322 Two instances of immobilization or therapeutic exercises (Attach Motivation ) R 756.43

**(k) RADIOLOGY/RADIOLOGIE**

- 04049 Ankle—AP / LAT • Enkel—AP / LAT R 245.90  
 04050 Ankle—Complete Study—3 views • Enkel—Volledige studie—3 aansigte R 368.15  
 04051 Cervical—AP / LAT • Servikaal—AP / LAT R 245.68  
 04052 Cervical—AP / LAT / OBL • Servikaal—AP / LAT / Skuinsaansigte R 368.15  
 04053 Cervical study—6 views • Servikaal—6 aansigte R 736.34  
 04054 Cervical—Davis Series—7 views • Servikaal—Davis Series—7 aansigte R 858.55  
 04055 Elbow—AP / LAT • Elmoog—AP / LAT R 241.09  
 04056 Elbow—3 views • Elmoog—3 aansigte R 368.15  
 04057 Foot—AP / LAT • Voet—AP / LAT R 245.68  
 04058 Foot—3 views • Voet—3 aansigte R 368.15  
 04059 Femur—AP / LAT • Dybeen—AP / LAT R 490.86  
 04060 Hand—AP / LAT • Hand—AP / LAT R 245.68  
 04061 Hand—3 views • Hand—3 aansigte R 368.15  
 04062 Hip unilateral—1 view • Heup—1 aansig R 171.87  
 04063 Hip—2 views • Heup—2 aansigte R 343.48  
 04064 Knee—AP / LAT • Knie—AP / LAT R 245.68  
 04065 Knee—3 views • Knie—3 aansigte R 368.15  
 04066 Lumbo-Sacral—3 views • Lumbo-Sakraal—3 aansigte R 588.92  
 04067 Lumbar spine & pelvis—5 views • Lumbale werwels & pelvis—5 aansigte R 883.02  
 04068 Pelvis AP • Pelvis AP R 245.68  
 04069 Pelvis—3 views • Pelvis—3 aansigte R 539.99  
 04070 Ribs—Unilateral—2 views • Ribbes—Unilateraal—2 aansigte R 294.34  
 04071 Ribs—Bilateral—3 views • Ribbes—Bilateraal—3 aansigte R 441.50  
 04072 Radius / Ulna • Radius / Ulna R 245.68

04073	Spine—Full spine study—AP / LAT• Werwelkolom—hele werwelkolom plus pelvis—AP / LAT	R 883.02
04074	Spine—8 X 10—Single study• Spinaal—8 X 10—Enkele aansig	R 145.36
04075	Spine—10 X 12—Single study• Spinaal—10 X 12—Enkele studie	R 147.42
04076	Spine—14 X 17—Single study• Spinaal—14 X 17—Enkele studie	R 245.68
04077	Shoulder—1 view• Skouer—1 aansig	R 147.42
04078	Shoulder—2 views• Skouer—2 aansigte	R 294.34
04079	Thoraco—Lumbar—AP / LAT• Torako—Lumbaal—AP / LAT	R 490.86
04080	Thoracic—AP / LAT Torakaal—AP / LAT	R 490.86
04081	Tibia/Fibula—AP / LAT• Tibia/Fibula—AP / LAT	R 490.86
04082	Wrist—AP / LAT• Gewrig—AP / LAT	R 245.68
04083	Wrist—3 views• Gewrig—3 aansigte	R 368.15
04084	Stress views—Lumbar• Spanningsopnames—Lumbaal	R 307.83
04100	Consumables (claim using Nappi codes)	

**Radiation Control Council Certificate number to be on account if X-Rays charged**

Claim Number: \_\_\_\_\_

**REHABILITATION PROGRESS REPORT**  
**COMPENSATION FOR OCCUPATIONAL INJURIES AND DISEASE ACT**

Names and Surname of Employee \_\_\_\_\_

Identity Number \_\_\_\_\_ Address \_\_\_\_\_

\_\_\_\_\_ Postal Code \_\_\_\_\_

Name of Employer \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Postal Code \_\_\_\_\_

Date of Accident \_\_\_\_\_

1. Date of first treatment \_\_\_\_\_ Provider who provided first treatment \_\_\_\_\_

2. Initial clinical presentation and functional status \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

3. Name of referring medical practitioner \_\_\_\_\_ Date of referral \_\_\_\_\_

4. Describe patient's current symptoms and functional status \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_5. Are there any complicating factors that may prolong rehabilitation or delay  
recovery (specify)? \_\_\_\_\_\_\_\_\_\_  
\_\_\_\_\_

6. Overall goal of treatment: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

7. Number of sessions already delivered \_\_\_\_\_ Progress achieved \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



Claim Number: -----

8. Number of sessions required\_\_\_\_\_ Treatment plan for proposed treatment sessions\_\_\_\_\_
9. From what date has the employee been fit for his/her normal work?\_\_\_\_\_
10. Is the employee fully rehabilitated / has the employee obtained the highest level of function?\_\_\_\_\_
11. If so, describe in detail any present permanent anatomical defect and / or impairment of function as a result of the accident ( R.O.M, if any must be indicated in degrees at each specific joint)\_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**I certify that I have by examination, satisfied myself that the injury(ies) are as a result of the accident.**

Signature of rehabilitation service provider\_\_\_\_\_

Name( Printed) \_\_\_\_\_ Date( Important)\_\_\_\_\_

Address\_\_\_\_\_

Practice number\_\_\_\_\_

**NB: Rehabilitation progress reports must be submitted on a monthly basis and attached to the submitted accounts.**



## ELECTRONIC INVOICING FILE LAYOUT

Field	Description	Max length	Data Type
<b>BATCH HEADER</b>			
1	Header identifier = 1	1	Numeric
2	Switch internal Medical aid reference number	5	Alpha
3	Transaction type = M	1	Alpha
4	Switch administrator number	3	Numeric
5	Batch number	9	Numeric
6	Batch date (CCYYMMDD)	8	Date
7	Scheme name	40	Alpha
8	Switch internal	1	Numeric
<b>DETAIL LINES</b>			
1	Transaction identifier = M	1	Alpha
2	Batch sequence number	10	Numeric
3	Switch transaction number	10	Numeric
4	Switch internal	3	Numeric
5	CF Claim number	20	Alpha
6	Employee surname	20	Alpha
7	Employee initials	4	Alpha
8	Employee Names	20	Alpha
9	BHF Practice number	15	Alpha
10	Switch ID	3	Numeric
11	Patient reference number (account number)	10	Alpha
12	Type of service	1	Alpha
13	Service date (CCYYMMDD)	8	Date
14	Quantity / Time in minutes	7	Decimal
15	Service amount	15	Decimal
16	Discount amount	15	Decimal
17	Description	30	Alpha
18	Tariff	10	Alpha
Field	Description	Max length	Data Type
19	Service fee	1	Numeric
20	Modifier 1	5	Alpha
21	Modifier 2	5	Alpha
22	Modifier 3	5	Alpha
23	Modifier 4	5	Alpha
24	Invoice Number	10	Alpha
25	Practice name	40	Alpha
26	Referring doctor's BHF practice number	15	Alpha
27	Medicine code (NAPPI CODE)	15	Alpha
28	Doctor practice number -sReferredTo	30	Numeric
29	Date of birth / ID number	13	Numeric
30	Service Switch transaction number – batch number	20	Alpha
31	Hospital indicator	1	Alpha
32	Authorisation number	21	Alpha
33	Resubmission flag	5	Alpha
34	Diagnostic codes	64	Alpha



35	Treating Doctor BHF practice number	9	Alpha
36	Dosage duration (for medicine)	4	Alpha
37	Tooth numbers		Alpha
38	Gender (M ,F )	1	Alpha
39	HPCSA number	15	Alpha
40	Diagnostic code type	1	Alpha
41	Tariff code type	1	Alpha
42	CPT code / CDT code	8	Numeric
43	Free Text	250	Alpha
44	Place of service	2	Numeric
45	Batch number	10	Numeric
46	Switch Medical scheme identifier	5	Alpha
47	Referring Doctor's HPCSA number	15	Alpha
48	Tracking number	15	Alpha
49	Optometry: Reading additions	12	Alpha
50	Optometry: Lens	34	Alpha
51	Optometry: Density of tint	6	Alpha
52	Discipline code	7	Numeric
53	Employer name	40	Alpha
54	Employee number	15	Alpha

Field	Description	Max length	Data Type
55	Date of Injury (CCYYMMDD)	8	Date
56	IOD reference number	15	Alpha
57	Single Exit Price (Inclusive of VAT)	15	Numeric
58	Dispensing Fee	15	Numeric
59	Service Time	4	Numeric
60			
61			
62			
63			
64	Treatment Date from (CCYYMMDD) [MANDATORY]	8	Date
65	Treatment Time (HHMM)	4	Numeric
66	Treatment Date to (CCYYMMDD) [MANDATORY]	8	Date
67	Treatment Time (HHMM)	4	Numeric
68	Surgeon BHF Practice Number	15	Alpha
69	Anaesthetist BHF Practice Number	15	Alpha
70	Assistant BHF Practice Number	15	Alpha
71	Hospital Tariff Type	1	Alpha
72	Per diem (Y/N)	1	Alpha
73	Length of stay	5	Numeric
74	Free text diagnosis	30	Alpha

**TRAILER**

1	Trailer Identifier = Z	1	Alpha
2	Total number of transactions in batch	10	Numeric
3	Total amount of detail transactions	15	Decimal





Printed by and obtainable from the Government Printer, Bosman Street, Private Bag X85, Pretoria, 0001  
Contact Centre Tel: 012-748 6200. eMail: [info.egazette@gpw.gov.za](mailto:info.egazette@gpw.gov.za)  
Publications: Tel: (012) 748 6053, 748 6061, 748 6065