



PIP Eligible Data Set Submission

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PIP QI Data Submission

The Australian Government's Practice Incentives Program (PIP) aims to support general practice. PIP Quality Improvement (QI) began on 1st August 2019.

The PIP QI incentive guidance outlines that there are **two components** a general practice needs to meet to qualify for a PIP QI incentive payment:

1. Participate in Continuous Quality Improvement
2. Provide the PIP Eligible Data Set to your local PHN

Read more: [Department of Health PIP QI](#)

This document outlines data submission options for providing the PIP Eligible Data Set to your PHN.

Pen CS' role in PIP QI is to provide technical solutions to enable participating practices to submit data to their PHN and engage in quality improvement activities. Pen CS is not responsible for Data Sharing Agreements, which must be established directly with your PHN.

Step 1: Data Sharing Agreement

There are several options to submit data to your Primary Health Network (PHN), so your first point of contact should be your PHN. Your PHN will advise you of your options and will establish a Data Sharing Agreement to ensure that only consented data is received from your practice. Your Agreement with your PHN will determine which licensing model is used to submit data using CAT4.

Step 2: Data Sharing Options

Pen CS is pleased to provide the following options for PIP QI Data Submission:

1. Full Data Set: full de-identified data set submission from your practice, directly to your PHN.
 - a) Auto-scheduled
 - b) Manual submission
2. PIP Eligible Data Set: this is an aggregated, de-identified data set matched to the PIP QI Technical Specifications. You can manually export the PIP Eligible Data Set within your practice, and upload the compatible file directly to your PHN.

Pen CS does not host or store your de-identified data to enable data submission. It is securely transferred directly from your practice to your PHN.

Step 3: How to Share Data?

CAT Plus Compatibility Matrix

Is your patient management system compatible with CAT4?

[View CAT Plus compatibility matrix to learn more.](#)

If your patient management system is compatible, then CAT Plus will work for you. If not, please contact Pen CS to find out how your patient management system can integrate with CAT Plus.

Submitting the PIP Eligible Data Set

Pen CS offers two licensing models for submitting the PIP Eligible Data Set:

1. Receive CAT4 from your PHN and submit the Full Data Set to your PHN
2. Purchase CAT4 from Pen CS and submit the PIP Eligible Data Set manually to your PHN

Please discuss these options with your PHN in advance of purchasing CAT4.

How to Share Data?

Item	PIP Eligible Data Set	Full Data Set
Data Set Type	PIP Eligible Data Set	Full Data Set
Secure Data Transfer	Direct from Practice to PHN	Direct from Practice to PHN
Data Submission	Manual	Auto-scheduled
CAT4 Quality Improvement Tools	Yes	Yes
Topbar	Yes	Yes
Scheduler	No	Yes
PIP QI Report	Yes	Ask your PHN (if not funded by your PHN available for purchase from \$330 per annum)
Cost	Funded by Practice	Funded by PHN

Option 1: Full Data Set

Your PHN will provide you with a CAT Plus licence, which includes the following suite of quality improvement software:

- Clinical Audit Tool (CAT4): for data sharing and quality improvement activities
- Topbar: clinical decision support
- Scheduler: auto-scheduled data sharing to reduce work for the practice

Please contact your PHN for more information.

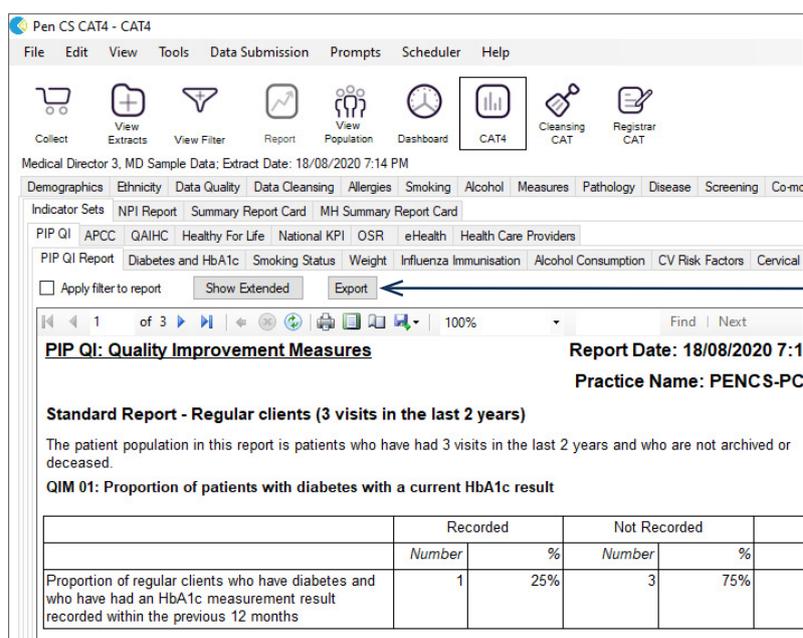
Option 2: PIP Eligible Data Set

To only submit the PIP Eligible Data Set, you may use the Clinical Audit Tool (CAT4). Since 2004, CAT4 has been trusted in general practice and Aboriginal medical services for quality improvement and practice population analysis. It is widely used in over 6,000 practice environments across Australia. CAT4 comes as part of CAT Plus and offers benefits for your practice:

- Clinical Audit Tool (CAT4)
 - data sharing
 - quality improvement measurement and evaluation
 - practice population analysis
 - recall and patient engagement
- Topbar clinical decision support tool including:
 - accreditation
 - billing efficiency
 - data quality
 - CPD learning
 - remote patient monitoring
 - team-based care
 - telehealth

To purchase CAT4 please visit the [Pen CS Shop online](#). Please select *PIP Eligible Data Set Submission* - you do not need any other items.

PIP QI Report in CAT4



Export PIP Eligible Data Set (JSON File)

Uploading PIP Eligible Data Set to your PHN



- The PIP Eligible Data Set only contains consented, de-identified, aggregated data, matched to the Technical Specifications outlined by the Department of Health
- When your practice exports the PIP QI Report from CAT4, only the PIP Eligible Data Set is exported
- Patients who 'opt out' in your patient management system will automatically 'opt out' of CAT4 and will not be included in the PIP Eligible Data Set
- The PIP Eligible Data Set is manually uploaded by your practice to your PHN - see secure file transfer below
- Your practice is in complete control, so that no data may leave the practice without practice consent
- All data goes directly from your practice to your PHN
- Pen CS does not host or store any data that you export for PIP QI

The only time data leaves your practice is when you manually export the data and manually upload the data to your PHN.

Step 4: Secure File Transfer

Option 1: Full Data Set

The full data set may be auto-scheduled to send directly from your practice to your PHN. Please contact your PHN for further information.

Option 2: PIP Eligible Data Set

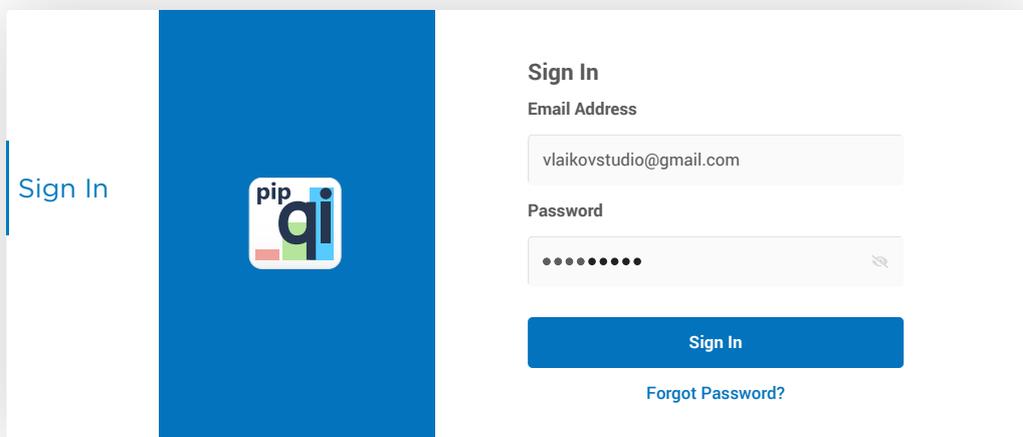
You may now manually upload the PIP Eligible Data Set from your practice to your PHN. Please contact your PHN to learn how they wish to receive the file.

Technical Specifications:

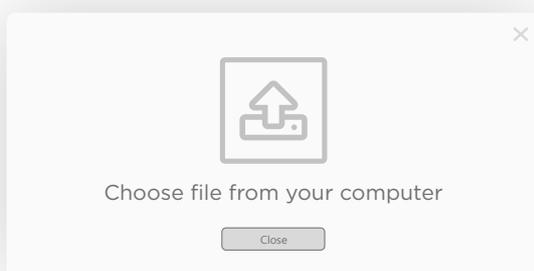
The PIP Eligible Data Set, exported using CAT4, is a JSON file that matches the requirements of the Technical Specifications for PIP QI as outlined by the Department of Health. Accordingly, it meets the eligibility criteria for PIP QI and is most likely to be compatible with all PHN environments. The PHN does not need to have Pen CS software in use, to receive this file. If unsure, please contact your PHN or [Pen CS Support](#) on 1800 762 993 or email: support@pencs.com.au.

3 Simple Steps

1. Sign In to your web browser
2. Upload file
3. Transfer receipt



PHN Portal login



PIP QI Upload Button

Who are Pen CS?

Founded in 1993, Pen CS is Australia's leading provider of health analytics software for national population health analysis and reporting in primary care. We work with Australian Primary Health Networks (PHNs), Aboriginal Community Controlled Health Organisations, research organisations and private, government and non-for-profit organisations to improve patient outcomes through the delivery of leading eHealth informatics and data solutions.

How does Pen CS work with General Practices?

Pen CS develops software for data analytics, clinical decision support and data-driven quality improvement. Our platform is also used for consented data sharing from one organisation to another.

Is Pen CS a data custodian?

No, Pen CS does not host or own any patient data we simply provide the software tools which allow organisations to utilise their data to improve healthcare in general practice. Pen CS data governance is only related to how data is securely and directly transferred to the relevant organisation; we are not responsible for data ownership or storage.

Does Pen CS collect data?

Pen CS does not collect identifiable clinical or demographic patient data, without prior consent by the Practice/Provider/Patient, as required, for specific purpose e.g. research study. Pen CS collects technical data to optimise the performance of our software for the benefit of our customers. Pen CS also collects data to manage security, permissions, communication to customers (e.g. release updates and other product news) and to inform product development. Pen CS customer information remains confidential and is not shared with other organisations. Pen CS software enables the secure transfer of de-identified, consented data from the General Practice directly to another organisation, following strict ethics approval, when required.

What is Pen CS Privacy Policy?

Pen CS Data Governance Framework adheres to the Privacy Act 1988, Privacy Amendment Act 2012 and the Privacy Regulation Act 2013.

What is de-identified data?

De-identified data refers to patient clinical data (e.g. diagnosis, measurements, pathology etc) that does not contain information that can be used to identify the patient. The anonymisation process removes all patient information that is identifiable or partially identifiable from the de-identified data (e.g. name, address, postcode, date of birth, Medicare number).

What if patients Opt Out?

All patients who have withdrawn consent for their data to be shared outside their clinic are automatically removed.

Can patients be identified by the data?

General Practice data is de-identified at the practice, before it leaves the practice. During the de-identification procedure, each data extraction is assigned a Globally Unique Identifier; ensuring patients cannot be tracked across multiple extractions. Additionally, a single patient cannot be tracked across multiple locations because the de-identified data extract does not contain demographic patient information. Patient confidentiality is always strictly adhered to and respected in accordance with state and federal privacy laws.

Data Security Check List

To get started, following are some simple questions to ask yourself. Please contact your PHN for further information. The RACGP, AMA and other industry bodies are also recommended reputable information sources.

1. Do you have a Data Sharing Agreement, with your PHN?
2. Does your software enable patient 'opt out'?
3. What data sharing options are available to your practice i.e. matched to your patient management system?
4. How does your data sharing software de-identify data?
5. How does your data sharing software securely transfer consented data?
6. How does your data sharing software manage consent?
7. Does your data sharing software store your data during secure file transfer?
8. Is data transferred directly from your practice to your PHN?



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