



# Medical fee schedule

## Permanent Impairment Assessment services

01 July 2023

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## How to use this fee schedule

This fee schedule contains information on services and fees that apply to medical practitioners who hold a current accreditation issued by the Minister for Industrial Relations for the Return to Work scheme.

This publication is based on Schedule 1B published by the Minister for Industrial Relations in the *South Australian Government Gazette*. Gazetted fees are the maximum fees chargeable, excluding GST. Where applicable, GST can be applied over and above the gazetted fee.

**All services and fees in this schedule are effective 01 July 2023.**

Invoicing and service provision is actively monitored to ensure services are billed in accordance with this fee schedule and that services are reasonable for the work injury and payable under the *Return to Work Act 2014*.

## ReturnToWorkSA's expectations

### Impairment assessment accreditation scheme

Assessors who hold a current accreditation issued by the Minister for Industrial Relations are expected to comply with the terms and conditions of accreditation determined by the Minister, as outlined in the [\*Impairment Assessor Accreditation Scheme\*](#).

### Impairment assessment guidelines

Whole person impairment assessments and subsequent reports must be conducted in accordance with and comply with the relevant edition of the Impairment Assessment guidelines.

### Appointments

Examinations should be performed as soon as possible after the request for an appointment is made. Generally, three weeks or less is an acceptable period between a request and the assessment appointment. As per the Impairment Assessor Accreditation Scheme, if the assessor is unable to see the worker for more than six weeks, they should not accept the request.

### Examinations

Assessors should introduce themselves and explain their field of expertise and the assessment process. It is also important to explain:

- the purpose of the examination
- your role as an assessor, that is, to provide an impartial impairment assessment, not to treat the worker or determine whether the treatment they are receiving is appropriate
- how the evaluation will proceed, including describing the part of the body to be examined, why it is to be examined, what the examination entails and the extent to which undressing is required.

### Reports

All reports must be in the format required by the Return to Work Scheme and provided within 10 days of the examination. A copy of the report template is available on the [ReturnToWorkSA website](#).

### Payments

Payment for services contained in this schedule will not be made in advance.

All costs incurred by an injured worker under this fee schedule are subject to approval for payment. To ensure payment, it is recommended to seek claims manager authorisation prior to the provision of the service.

## Permanent impairment assessment services

These services are to assess whole person impairment in accordance with Section 22 of the *Return to Work Act 2014*. An impairment assessor means a person registered under the *Health Practitioner Regulation National Law (South Australia) Act 2010*, to practice in the medical profession (other than a student) and, who holds a current accreditation issued by the Minister for Industrial Relations for the Return to Work scheme. Only those accredited are entitled to payment for the services listed below.

The *Impairment Assessment Guidelines* relates to the guidelines published by the Minister in the South Australian Government Gazette for the Return to Work scheme.

For information to become an accredited assessor, please refer to the ReturnToWorkSA website at [www.rtwsa.com](http://www.rtwsa.com) or contact ReturnToWorkSA on 13 18 55.

## Determining assessment complexity and report fee

The report fee for a permanent impairment assessment (excluding noise induced hearing loss and psychiatric assessments) is determined by applying the below matrix, which combines the number of body parts and number of body systems to be assessed.

		Number of body parts									
		1	2	3	4	5	6	7	8	9	10
Number of body systems	1	S	M	M	C	C	VC	VC	HC	HC	
	2		M	C	C	VC	VC	HC	HC		
	3			C	VC	VC	HC	HC			
	4				VC	HC	HC				
	5					HC					

  

Standard Report (S)	Moderately Complex Report (M)	Complex Report (C)	Very complex Report (VC)	Highly complex Report (HC)
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### Notes

1. The matrix does not apply to noise induced hearing loss or psychiatric assessments.
2. Body system refers to 1 of the 15 of the body system chapters detailed in the Impairment Assessment Guidelines.
3. Body part refers to the list of body parts published in this fee schedule (refer page 18). Multiple injuries to the same body part must be counted as one body part.
4. If the combination of number of body systems and body parts does not fall within the fee matrix, an additional assessment must be booked.
5. Assessments for Complex Regional Pain Syndrome (CRPS) are considered a highly complex (HC) assessment irrespective of the number of body parts.
6. A lead assessor report is considered at a minimum a very complex (VC) assessment.

## Permanent impairment assessor - standard report

Item no.	Service description	Max fee (ex GST)
PIA10	General practitioners: permanent impairment assessor standard report, simple assessment of one body system combined with one body part - reading, examination and report in accordance with the Impairment Assessment Guidelines.	\$1113.80 flat fee
PIA30	Specialists (excluding psychiatrists): permanent impairment assessor standard report, simple assessment of one body system combined with one body part - reading, examination and report in accordance with the Impairment Assessment Guidelines.	\$1113.80 flat fee
PIA40	Psychiatrists: permanent impairment assessor standard report for the assessment of psychiatric disorders; assessment where there is one disorder or condition related to the work injury - reading, examination and report in accordance with the Impairment Assessment Guidelines and using the Guidelines for the Evaluation of Psychiatric Impairment by Clinicians (GEPIC).	\$1392.20 flat fee

Note 1: Reports will be requested by a claims manager or self-insured employer.

Note 2: Permanent impairment assessment reports must be requested in writing, specifying whether a standard, moderately complex, complex, very complex, highly complex or supplementary report is required.

Note 3: Reports are to be provided to ReturnToWorkSA within 10 business days of the examination unless the assessor believes there are reasonable grounds for an extension of time and has sought the requestor's prior consent for an extension of time.

Note 4: Corrections and amendments to a report after initial submission are covered in the fee above, and do not attract an additional fee.

Note 5: 'Specialist' means a specialist in a surgical discipline or a consultant physician.

Note 6: A reference to body system herein means one or more of the 15 body systems in which Impairment Assessors are accredited by the Minister and which correspond with chapters 2 to 16 of the Return to Work Scheme Impairment Assessment Guidelines.

## Permanent impairment assessor - moderately complex report

Item no.	Service description	Max fee (ex GST)
PIA11	General practitioners: permanent impairment assessor moderately complex report, simple assessment of: - one body system combined with two body parts - one body system combined with three body parts - two body systems combined with two body parts - reading, examination and report in accordance with the Impairment Assessment Guidelines.	\$1392.40 flat fee

PIA31	Specialists: permanent impairment assessor moderately complex report, simple assessment of: - one body system combined with two body parts - one body system combined with three body parts - two body systems combined with two body parts - reading, examination and report in accordance with the Impairment Assessment Guidelines.	\$1392.40 flat fee
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Note 1: Reports will be requested by a claims manager or self-insured employer.

Note 2: Permanent impairment assessment reports must be requested in writing, specifying whether a standard, moderately complex, complex, very complex, highly complex or supplementary report is required.

Note 3: Reports are to be provided to ReturnToWorkSA within 10 business days of the examination unless the assessor believes there are reasonable grounds for an extension of time and has sought the requestor's prior consent for an extension of time.

Note 4: Corrections and amendments to a report after initial submission are covered in the fee above, and do not attract an additional fee.

Note 5: 'Specialist' means a specialist in a surgical discipline or a consultant physician.

Note 6: A reference to body system herein means one or more of the 15 body systems in which Impairment Assessors are accredited by the Minister and which correspond with chapters 2 to 16 of the Return to Work Scheme Impairment Assessment Guidelines.

### Permanent impairment assessor - complex report

Item no.	Service description	Max fee (ex GST)
PIA12	General practitioners: permanent impairment assessor complex report, complex assessment of: - one body system combined with four body parts - one body system combined with five body parts - two body systems combined with three body parts - two body systems combined with four body parts - three body systems combined with three body parts – reading, examination and report in accordance with the Impairment Assessment Guidelines.	\$1763.70 flat fee
PIA32	Specialists (excluding psychiatrists): permanent impairment assessor complex report, complex assessment of: - one body system combined with four body parts - one body system combined with five body parts - two body systems combined with three body parts - two body systems combined with four body parts - three body systems combined with three body parts - reading, examination and report in accordance with the Impairment Assessment Guidelines.	\$1763.70 flat fee
PIA42	Psychiatrists: permanent impairment assessor complex report for the assessment of psychiatric disorders or conditions; assessment where there is more than one disorder related to the work injury or pre-existing or non-work-related and/or neurological considerations - reading, examination and report in accordance with the Impairment Assessment Guidelines and using the Guidelines for the Evaluation of Psychiatric Impairment by Clinicians (GEPIC).	\$1948.60 flat fee

Note 1: Reports will be requested by a claims manager or self-insured employer.

Note 2: Permanent impairment assessment reports must be requested in writing, specifying whether a standard, moderately complex, complex, very complex, highly complex or supplementary report is required.

Note 3: Reports are to be provided to ReturnToWorkSA within 10 business days of the examination unless the assessor believes there are reasonable grounds for an extension of time and has sought the requestor's prior consent for an extension of time.

Note 4: Corrections and amendments to a report after initial submission are covered in the fee above, and do not attract an additional fee.

Note 5: 'Specialist' means a specialist in a surgical discipline or a consultant physician.

Note 6: A reference to body system herein means one or more of the 15 body systems in which Impairment Assessors are accredited by the Minister and which correspond with chapters 2 to 16 of the Return to Work Scheme Impairment Assessment Guidelines.

### Permanent impairment assessor - very complex report

Item no.	Service description	Max fee (ex GST)
PIA20	General Practitioners: permanent impairment assessor very complex report, assessment of: - One body system combined with six body parts - One body system combined with seven body parts - Two body systems combined with five body parts - Two body systems combined with six body parts - Three body systems combined with four body parts - Three body systems combined with five body parts - Four body systems combined with four body parts - or lead assessor report - including reading, examination and report in accordance with the Impairment Assessment Guidelines.	\$2261.00 flat fee
PIA70	Specialists (excluding psychiatrists): permanent impairment assessor very complex report, assessment of: - One body system combined with six body parts - One body system combined with seven body parts - Two body systems combined with five body parts - Two body systems combined with six body parts - Three body systems combined with four body parts - Three body systems combined with five body parts - Four body systems combined with four body parts - or lead assessor report - including reading, examination and report in accordance with the Impairment Assessment Guidelines.	\$2261.00 flat fee

Note 1: Reports will be requested by a claims manager or self-insured employer.

Note 2: Permanent impairment assessment reports must be requested in writing, specifying whether a standard, moderately complex, complex, very complex, highly complex or supplementary report is required.

Note 3: Reports are to be provided to ReturnToWorkSA within 10 business days of the examination unless the assessor believes there are reasonable grounds for an extension of time and has sought the requestor's prior consent for an extension of time.

Note 4: Corrections and amendments to a report after initial submission are covered in the fee above, and do not attract an additional fee.

Note 5: 'Specialist' means a specialist in a surgical discipline or a consultant physician.

Note 6: The lead assessor may only bill for the final complete report including the sub-assessor's report(s).

Note 7: A reference to body system herein means one or more of the 15 body systems in which Impairment Assessors are accredited by the Minister and which correspond with chapters 2 to 16 of the Return to Work Scheme Impairment Assessment Guidelines.

### Permanent impairment assessor - highly complex report

Item no.	Service description	Max fee (ex GST)
PIA21	General Practitioners: permanent impairment assessor highly complex report, assessment of: - One body system combined with eight body parts - One body system combined with nine body parts - Two body systems combined with seven body parts - Two body systems combined with eight body parts - Three body systems combined with six body parts - Three body systems combined with seven body parts - Four body systems combined with five body parts - Four body systems combined with six body parts - Five body systems combined with five body parts - including reading, examination, and report in accordance with the Impairment Assessment Guidelines.	\$2575.00 flat fee
PIA71	Specialists (excluding psychiatrists): permanent impairment assessor highly complex report, assessment of: - One body system combined with eight body parts - One body system combined with nine body parts - Two body systems combined with seven body parts - Two body systems combined with eight body parts - Three body systems combined with six body parts - Three body systems combined with seven body parts - Four body systems combined with five body parts - Four body systems combined with six body parts - Five body systems combined with five body parts - including reading, examination and report in accordance with the Impairment Assessment Guidelines.	\$2575.00 flat fee

Note 1: Reports will be requested by a claims manager or self-insured employer.

Note 2: Permanent impairment assessment reports must be requested in writing, specifying whether a standard, moderately complex, complex, very complex, highly complex or supplementary report is required.

Note 3: Reports are to be provided to ReturnToWorkSA within 10 business days of the examination unless the assessor believes there are reasonable grounds for an extension of time and has sought the requestor's prior consent for an extension of time.

Note 4: Corrections and amendments to a report after initial submission are covered in the fee above, and do not attract an additional fee.

Note 5: 'Specialist' means a specialist in a surgical discipline or a consultant physician.



Note 6: A reference to body system herein means one or more of the 15 body systems in which Impairment Assessors are accredited by the Minister and which correspond with chapters 2 to 16 of the Return to Work Scheme Impairment Assessment Guidelines.

### Permanent impairment assessor - ENT report

Item no.	Service description	Max fee (ex GST)
PIA50	ENT specialists: permanent impairment assessor ENT report - reading, examination of ear, nose and/or throat only, including audiometric testing and report in accordance with the Impairment Assessment Guidelines.	\$1113.80 flat fee

Note 1: Reports will be requested by a claims manager or self-insured employer.

Note 2: Permanent impairment assessment reports must be requested in writing, specifying whether a standard, moderately complex, complex, very complex, highly complex or supplementary report is required.

Note 3: Reports are to be provided to ReturnToWorkSA within 10 business days of the examination unless the assessor believes there are reasonable grounds for an extension of time and has sought the requestor's prior consent for an extension of time.

Note 4: Corrections and amendments to a report after initial submission are covered in the fee above, and do not attract an additional fee.

Note 5: 'Specialist' means a specialist in a surgical discipline or a consultant physician.

### Permanent impairment assessor - standard report where an examination is conducted with the assistance of an interpreter

Item no.	Service description	Max fee (ex GST)
PIA13	General practitioners: permanent impairment assessor standard report with interpreter, simple assessment of one body system combined with one body part - reading, examination conducted with the assistance of an interpreter and report in accordance with the Impairment Assessment Guidelines.	\$1392.40 flat fee
PIA33	Specialists (excluding psychiatrists): permanent impairment assessor standard report with interpreter, simple assessment of one body system combined with one body part - reading, examination conducted with the assistance of an interpreter and report in accordance with the Impairment Assessment Guidelines.	\$1392.40 flat fee
PIA43	Psychiatrists: permanent impairment assessor standard report with interpreter, for the assessment of psychiatric disorders; assessment where there is one disorder or condition related to the work injury - reading, examination and report in accordance with the Impairment Assessment Guidelines and using the Guidelines for the Evaluation of Psychiatric Impairment by Clinicians (GEPIC).	\$1740.10 flat fee

Note 1: Reports will be requested by a claims manager or self-insured employer.

Note 2: Permanent impairment assessment reports must be requested in writing, specifying whether a standard, moderately complex, complex, very complex, highly complex or supplementary report is required.

Note 3: Reports are to be provided to ReturnToWorkSA within 10 business days of the examination unless the assessor believes there are reasonable grounds for an extension of time and has sought the requestor's prior consent for an extension of time.

Note 4: If an interpreter is present at the examination, the medical fee payable is in accordance with the fees set out above.

Note 5: Corrections and amendments to a report after initial submission are covered in the fee above, and do not attract an additional fee.

Note 6: 'Specialist' means a specialist in a surgical discipline or a consultant physician.

Note 7: A reference to body system herein means one or more of the 15 body systems in which Impairment Assessors are accredited by the Minister and which correspond with chapters 2 to 16 of the Return to Work Scheme Impairment Assessment Guidelines.

**Permanent impairment assessor - moderately complex report where an examination is conducted with the assistance of an interpreter**

Item no.	Service description	Max fee (ex GST)
PIA14	General practitioners: permanent impairment assessor moderately complex report with interpreter, simple assessment of: - one body system combined with two body parts - one body system combined with three body parts - two body systems combined with two body parts - reading, examination conducted with the assistance of an interpreter and report in accordance with the Impairment Assessment Guidelines.	\$1670.80 flat fee
PIA34	Specialists: permanent impairment assessor moderately complex report with interpreter, simple assessment of: - one body system combined with two body parts - one body system combined with three body parts - two body systems combined with two body parts - reading, examination conducted with the assistance of an interpreter and report in accordance with the Impairment Assessment Guidelines.	\$1670.80 flat fee

Note 1: Reports will be requested by a claims manager or self-insured employer.

Note 2: Permanent impairment assessment reports must be requested in writing, specifying whether a standard, moderately complex, complex, very complex, highly complex or supplementary report is required.

Note 3: Reports are to be provided to ReturnToWorkSA within 10 business days of the examination unless the assessor believes there are reasonable grounds for an extension of time and has sought the requestor's prior consent for an extension of time.

Note 4: If an interpreter is present at the examination, the medical fee payable is in accordance with the fees set out above.

Note 5: Corrections and amendments to a report after initial submission are covered in the fee above, and do not attract an additional fee.

Note 6: 'Specialist' means a specialist in a surgical discipline or a consultant physician.

Note 7: A reference to body system herein means one or more of the 15 body systems in which Impairment Assessors are accredited by the Minister and which correspond with chapters 2 to 16 of the Return to Work Scheme Impairment Assessment Guidelines.

### Permanent impairment assessor - complex report where an examination is conducted with the assistance of an interpreter

Item no.	Service description	Max fee (ex GST)
PIA15	General practitioners: permanent impairment assessor complex report with interpreter, complex assessment of: - one body system combined with four body parts - one body system combined with five body parts - two body systems combined with three body parts - two body systems combined with four body parts - three body systems combined with three body parts - reading, examination conducted with the assistance of an interpreter and report in accordance with the Impairment Assessment Guidelines.	\$2042.10 flat fee
PIA35	Specialists (excluding psychiatrists): permanent impairment assessor complex report with interpreter, complex assessment of: - one body system combined with four body parts - one body system combined with five body parts - two body systems combined with three body parts - two body systems combined with four body parts - three body systems combined with three body parts – reading, examination conducted with the assistance of an interpreter and report in accordance with the Impairment Assessment Guidelines.	\$2042.10 flat fee
PIA45	Psychiatrists: permanent impairment assessor complex report, with interpreter, for the assessment of psychiatric disorders; assessment where there is more than one disorder related to the work injury or pre-existing or non-work-related and/or neurological considerations - reading, examination and report in accordance with the Impairment Assessment Guidelines and using the Guidelines for the Evaluation of Psychiatric Impairment by Clinicians (GEPIC).	\$2435.80 flat fee

Note 1: Reports will be requested by a claims manager or self-insured employer.

Note 2: Permanent impairment assessment reports must be requested in writing, specifying whether a standard, moderately complex, complex, very complex, highly complex or supplementary report is required.

Note 3: Reports are to be provided to ReturnToWorkSA within 10 business days of the examination unless the assessor believes there are reasonable grounds for an extension of time and has sought the requestor's prior consent for an extension of time.

Note 4: If an interpreter is present at the examination, the medical fee payable is in accordance with the fees set out above.

Note 5: Corrections and amendments to a report after initial submission are covered in the fee above, and do not attract an additional fee.

Note 6: 'Specialist' means a specialist in a surgical discipline or a consultant physician.

Note 7: A reference to body system herein means one or more of the 15 body systems in which Impairment Assessors are accredited by the Minister and which correspond with chapters 2 to 16 of the Return to Work Scheme Impairment Assessment Guidelines.

### Permanent impairment assessor - very complex report where an examination is conducted with the assistance of an interpreter

Item no.	Service description	Max fee (ex GST)
PIA26	General Practitioners: permanent impairment assessor very complex report with interpreter, assessment of: - One body system combined with six body parts - One body system combined with seven body parts - Two body systems combined with five body parts - Two body systems combined with six body parts - Three body systems combined with four body parts - Three body systems combined with five body parts - Four body systems combined with four body parts – or lead assessor report - including reading, examination and report in accordance with the Impairment Assessment Guidelines.	\$2528.20 flat fee
PIA76	Specialists (excluding psychiatrists): permanent impairment assessor very complex report with interpreter, assessment of: - One body system combined with six body parts - One body system combined with seven body parts - Two body systems combined with five body parts - Two body systems combined with six body parts - Three body systems combined with four body parts - Three body systems combined with five body parts - Four body systems combined with four body parts – or lead assessor report - including reading, examination and report in accordance with the Impairment Assessment Guidelines.	\$2528.20 flat fee

Note 1: Reports will be requested by a claims manager or self-insured employer.

Note 2: Permanent impairment assessment reports must be requested in writing, specifying whether a standard, moderately complex, complex, very complex, highly complex or supplementary report is required.

Note 3: Reports are to be provided to ReturnToWorkSA within 10 business days of the examination unless the assessor believes there are reasonable grounds for an extension of time and has sought the requestor's prior consent for an extension of time.

Note 4: If an interpreter is present at the examination, the medical fee payable is in accordance with the fees set out above.

Note 5: Corrections and amendments to a report after initial submission are covered in the fee above, and do not attract an additional fee.

Note 6: 'Specialist' means a specialist in a surgical discipline or a consultant physician.

Note 7: The lead assessor may only bill for the final complete report including the sub-assessor's report(s).

## Permanent impairment assessor - highly complex report where an examination is conducted with the assistance of an interpreter

Item no.	Service description	Max fee (ex GST)
PIA27	General Practitioners: permanent impairment assessor highly complex report with interpreter, assessment of: - One body system combined with eight body parts - One body system combined with nine body parts - Two body systems combined with seven body parts - Two body systems combined with eight body parts - Three body systems combined with six body parts - Three body systems combined with seven body parts - Four body systems combined with five body parts - Four body systems combined with six body parts - Five body systems combined with five body parts - including reading, examination, and report in accordance with the Impairment Assessment Guidelines.	\$2842.20 flat fee
PIA77	Specialists (excluding psychiatrists): permanent impairment assessor highly complex report with interpreter, assessment of: - One body system combined with eight body parts - One body system combined with nine body parts - Two body systems combined with seven body parts - Two body systems combined with eight body parts - Three body systems combined with six body parts - Three body systems combined with seven body parts - Four body systems combined with five body parts - Four body systems combined with six body parts - Five body systems combined with five body parts - including reading, examination and report in accordance with the Impairment Assessment Guidelines.	\$2842.20 flat fee

Note 1: Reports will be requested by a claims manager or self-insured employer.

Note 2: Permanent impairment assessment reports must be requested in writing, specifying whether a standard, moderately complex, complex, very complex, highly complex or supplementary report is required.

Note 3: Reports are to be provided to ReturnToWorkSA within 10 business days of the examination unless the assessor believes there are reasonable grounds for an extension of time and has sought the requestor's prior consent for an extension of time.

Note 4: If an interpreter is present at the examination, the medical fee payable is in accordance with the fees set out above.

Note 5: Corrections and amendments to a report after initial submission are covered in the fee above, and do not attract an additional fee.

Note 6: 'Specialist' means a specialist in a surgical discipline or a consultant physician.

Note 7: A reference to body system herein means one or more of the 15 body systems in which Impairment Assessors are accredited by the Minister and which correspond with chapters 2 to 16 of the Return to Work Scheme Impairment Assessment Guidelines.

## Permanent impairment assessor - ENT report where an examination is conducted with the assistance of an interpreter

Item no.	Service description	Max fee (ex GST)
PIA51	ENT specialists: permanent impairment assessor ENT report with interpreter, reading, examination of ear, nose and/or throat only, conducted with the assistance of an interpreter, including audiometric testing and report in accordance with the Impairment Assessment Guidelines.	\$1392.40 flat fee
<p>Note 1: Reports will be requested by a claims manager or self-insured employer.</p> <p>Note 2: Permanent impairment assessment reports must be requested in writing, specifying whether a standard, moderately complex, complex, very complex, highly complex or supplementary report is required.</p> <p>Note 3: Reports are to be provided to ReturnToWorkSA within 10 business days of the examination unless the assessor believes there are reasonable grounds for an extension of time and has sought the requestor's prior consent for an extension of time.</p> <p>Note 4: If an interpreter is present at the examination, the medical fee payable is in accordance with the fees set out above.</p> <p>Note 5: Corrections and amendments to a report after initial submission are covered in the fee above, and do not attract an additional fee.</p> <p>Note 6: 'Specialist' means a specialist in a surgical discipline or a consultant physician.</p>		

## Permanent impairment assessor - non attendance or cancellation of an appointment or non-attendance

Item no.	Service description	Max fee (ex GST)
PIA16	General practitioners: permanent impairment assessor non-attendance at, or cancellation with less than 48 hours notice (excluding weekends or public holidays in South Australia) before an appointment.	\$401.20 flat fee
PIA36	Specialists: permanent impairment assessor non-attendance at, or cancellation with less than 48 hours notice (excluding weekends or public holidays) before an appointment	\$401.20 flat fee
<p>Note 1: A fee for a cancellation with more than 48 hours<sup>1</sup> notice (excluding weekends and public holidays in South Australia) is not payable.</p> <p>Note 2: A fee for a cancellation or non-attendance does not apply if the appointment is subsequently filled with any other earning activity.</p>		

## Permanent impairment assessor - supplementary report

Item no.	Service description	Max fee (ex GST)
PIA17	General practitioners: permanent impairment assessor supplementary report, where additional information is requested by the report requestor.	\$278.40 flat fee
PIA37	Specialists (including psychiatrists): permanent impairment assessor supplementary report, where additional information is requested by the report requestor.	\$278.40 flat fee

Note 1: Supplementary report fees are not payable if additional work is required as a result of an error or omission on the part of the assessor.

Note 2: A supplementary report fee will only be paid where either ReturnToWorkSA, a claims manager, or a self-insured employer specifically requests a separate report that addresses matters that are additional to the original report request.

## Permanent impairment assessor - additional reading time

Item no.	Service description	Max fee (ex GST)
PIA18	DERIVED FEE, General practitioners: permanent impairment assessor additional reading time in conjunction with a standard or moderately complex report. The fee is only to be charged if there are more than 25 pages of reading material supplied by the report requestor. The first 25 pages are included in the report fee and are therefore not chargeable under this item. Derived fee: \$10.30 per page over 25 pages.	DF
PIA19	DERIVED FEE, General practitioners: permanent impairment assessor additional reading time in conjunction with a complex, very complex or highly complex report. This fee is only to be charged if there are more than 51 pages of reading material supplied by the report requestor. The first 51 pages are included in the report fee and are therefore not chargeable under this item. Derived fee: \$10.30 per page over 51 pages.	DF
PIA38	DERIVED FEE, Specialists (including psychiatrists): permanent impairment assessor additional reading time in conjunction with a standard or moderately complex report. This fee is only to be charged if there are more than 25 pages of reading material supplied by the report requestor. The first 25 pages are included in the report fee and are therefore not chargeable under this item. Derived fee: \$10.30 per page over 25 pages.	DF
PIA39	DERIVED FEE, Specialists (including psychiatrists): permanent impairment assessor additional reading time in conjunction with a complex, very complex, or highly complex report. This fee is only to be charged if there are more than 51 pages of reading material supplied by the report requestor. The first 51 pages are included in the report fee and are therefore not chargeable under this item. Derived fee: \$10.30 per page over 51 pages.	DF

Note 1: Reading fees are only payable where the material has been directly supplied by the report requestor. A fee is not payable for the reading of case notes, clinical material or any other material that is not directly supplied by the report requestor.

Note 2: The reading of material supplied by the requestor can only be charged once. No additional charge can be submitted for re-reading of material.

Note 3: A full page for reading time consists of a whole A4 size page of standard print (12 point font or smaller) of information, full page letters and detailed reports. Examples include: hospital treatment notes, medical reports, investigation reports.

A half page of reading time consists of half an A4 page or a full A5 size page of standard print (12 point font or smaller) of information, brief file notes, scattered file notes on a page, letters consisting of one or two paragraphs, results and certificates. Examples include: pathology results, full page of handwritten notes.

### Permanent impairment assessor - travel for examinations

Item no.	Service description	Max fee (ex GST)
PIA60	General practitioners or specialists (including psychiatrists): permanent impairment assessor travel, a full day attendance at a venue more than 100 kilometres from the Adelaide GPO for the purpose of providing a permanent impairment report.	\$162.90 flat fee
PIA62	General practitioners or specialists (including psychiatrists): permanent impairment assessor - cancellation of an attendance at a venue more than 100 kilometres from the Adelaide GPO.	\$260.50 flat fee
PIA64	General practitioners or specialists (including psychiatrists): permanent impairment assessor accommodation - overnight accommodation including meals and incidentals.	\$345.00 flat fee
PIA66	General practitioners or specialists (including psychiatrists): permanent impairment assessor motor vehicle travel - travel by motor vehicle, to and from a venue for the purpose of an appointment made by the report requestor.	ATO rates
PIA68	General practitioners and specialists (including psychiatrists): permanent impairment assessor aircraft travel - travel by aircraft, to and from a venue for the purpose of an appointment made by the report requestor.	Economy airfare

Note 1: The first 50 kilometres of any travel is not chargeable.

Note 2: If an assessor is travelling for the purpose of conducting more than one permanent impairment assessment, the travel fees must be apportioned accordingly.

Note 3: 'A full day' as per item PIA60 refers to a stay of more than five hours at the venue including travel time.



Note 4: ATO rates means the rate, applicable to the type of motor vehicle in which the assessor travelled, published by the Australian Taxation Office as the rate per kilometre that may be claimed as a deduction for business travel expenses incurred in the previous financial year.

Note 5: Economy airfare means the amount determined by ReturnToWorkSA to be the reasonable cost of undertaking the travel using a standard economy airfare.

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## List of body parts

This list of body parts is for the purpose of determining the appropriate report fee. The most specific body part must be used. Multiple injuries to the same body part must be counted as one body part.

Body part	Body System
Shoulder	Upper Extremity
Elbow	Upper Extremity
Wrist	Upper Extremity
Thumb	Upper Extremity
Index finger	Upper Extremity
Middle finger	Upper Extremity
Ring finger	Upper Extremity
Little finger	Upper Extremity
Peripheral nerves ( per nerve excluding digital nerves which are rated in individual finger body parts)	Upper Extremity
Upper limb vascular	Upper Extremity
Bladder	Urinary and Reproductive
Urethra	Urinary and Reproductive
Male reproductive organs	Urinary and Reproductive
Female reproductive organs	Urinary and Reproductive
Other urinary and reproductive disorder/disease	Urinary and Reproductive
Thyroid	Endocrine System
Hypothalamic-Pituitary Axis	Endocrine System
Adrenal disorder	Endocrine System
Parathyroid glands	Endocrine System
Pancreas	Endocrine System
Mammary glands	Endocrine System
Adrenal Medulla	Endocrine System
Other endocrine disorders	Endocrine System
Anaemia	Haematopoietic System
White blood cell disorders	Haematopoietic System

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Haemorrhagic and platelet disorders	Haematopoietic System
Thrombotic disorders	Haematopoietic System
Other haematopoietic disorders/disease	Haematopoietic System
Visual - per eye	Visual System
Hip	Lower Extremity
Knee	Lower Extremity
Ankle	Lower Extremity
1st toe	Lower Extremity
1 or more lesser toes	Lower Extremity
Lower limb Vascular	Lower Extremity
Forefoot	Lower Extremity
Midfoot	Lower Extremity
Hindfoot	Lower Extremity
Peripheral nerves (per nerve)	Lower Extremity
Cervical	Spine
Thoracic	Spine
Lumbar	Spine
Pelvis	Spine
Traumatic Brain injury	Nervous System
Cranial nerves	Nervous System
Acquired Brain injury	Nervous System
Other CNS impairments	Nervous System
Scarring and disfigurement	Skin
Upper digestive tract	Digestive System
Colon, rectum	Digestive System
Anus	Digestive System
Liver and biliary tract	Digestive System
Hernias	Digestive System
Other digestive disorder/disease	Digestive System
Asthma	Respiratory System

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Sleep apnoea	Respiratory System
Other respiratory disorders/disease	Respiratory System
Vestibular disorder	ENT and Related Structures
Facial disorder/disfigurement	ENT and Related Structures
Nose/air passage defects	ENT and Related Structures
Speech/voice	ENT and Related Structures
Olfaction/smell and taste	ENT and Related Structures
Mastication and deglutition	ENT and Related Structures
Other ENT disorder/disease	ENT and Related Structures
Hypertensive Cardiovascular Disease	Cardiovascular System
Disease of the Aorta	Cardiovascular System
Peripheral vascular disease	Cardiovascular System
Pulmonary Hypertension	Cardiovascular System
Other cardiovascular disorders	Cardiovascular System

## Example application of the matrix

### Example 1

An assessor may be requested to provide assessments for:

Date of injury	Injury/condition(s) to be assessed
13/03/2017	Lumbar spine
07/06/2018	Left knee and surgical scarring
12/11/2008	Right knee and surgical scarring
25/02/2019	Lumbar spine
TBC	Right ankle

This would be considered a very complex assessment and report, as there are 3 body systems (spine, lower extremities and skin) and 5 different body parts (lumbar spine, left knee, right knee, ankle, scarring).

### Example 2

An assessor may be requested to provide assessments for:

Date of injury	Injury/condition(s) to be assessed
12/08/2019	Right shoulder
14/03/2020	Right carpal tunnel syndrome and surgical scarring
31/05/2021	Right upper extremity CRPS and surgical scarring

This would be considered a highly complex assessment and report, as the assessment includes CRPS. The right shoulder and nerve impairments will be incorporated into the assessment for CRPS, therefore no additional fee is necessary.

## Accounts and invoicing standards

All amounts listed in this booklet are exclusive of GST. If applicable, ReturnToWorkSA will pay to the provider an amount on account of the provider's GST liability in addition to the GST exclusive fee. Suppliers should provide ReturnToWorkSA with a tax invoice where the amounts are subject to GST.

For all invoices, whether a tax invoice or not, the following information should be provided:

- provider details – name, Medicare provider number (if applicable) and/or ReturnToWorkSA provider number (if known), practice and address details
- invoice number and invoice date
- Australian Business Number (ABN)
- worker's surname and given name(s)
- claim number (if known)
- brief description of the injury to which the services relate
- employer name (if known)
- each service itemised separately in accordance with this fee schedule including:
  - date of service and commencement time
  - service item number and service description
  - duration of service in hours/minutes rounded to the nearest six minutes for hourly rate services
  - charge for the service
  - total charge for invoiced items plus any GST that may be applicable.
- bank account details for electronic funds transfer (EFT).

Invoices are to be submitted within six weeks of service. Invoices for services displaying the information set out above will allow for prompt and efficient processing. Invoices that do not meet these standards may be returned to the provider for amendment.

ReturnToWorkSA or their claims agents are unable to pay on 'account rendered' or statement invoices. Payment will be made where appropriate, on an original invoice or duplicate/copy of the original. Payment for services, including reports, will not be made in advance.

### **GST**

For all GST-related queries, please contact the Australian Tax Office or your tax advisor.

### **Changes to provider details**

For changes to provider details, such as Australian Business Number, change of address or electronic funds transfer details, please complete the Provider registration form available on our website. Once completed either email to [prov.main@rtwsa.com](mailto:prov.main@rtwsa.com) or fax to ReturnToWorkSA on (08) 8238 5690.

For any queries relating to this form, please contact ReturnToWorkSA on 13 18 55.

### **Where payment is outstanding**

Please contact ReturnToWorkSA's EnABLE Unit, claims agent or self-insured employer if the claim has been accepted and the payment is outstanding. If the claim has not been accepted, responsibility for payment of accounts rests with the worker.

## Submitting an invoice

### How can I submit an invoice?

Invoices sent via email is the preferred option in any of the following formats: Word, PDF and image files. Please email your invoice to the relevant address below:

**EML:** [accounts@eml.rtwsa.com](mailto:accounts@eml.rtwsa.com)

**Gallagher Bassett:** [invoices@gb.rtwsa.com](mailto:invoices@gb.rtwsa.com)

**EnAble:** [EnAble@rtwsa.com](mailto:EnAble@rtwsa.com)

### What are our payment terms?

The Return to Work scheme has 30 day payment terms, which is mandated and cannot be amended. Please do not send multiple copies of the original invoice if your payment terms are less than 30 days.

## Useful contacts

### Claims agents

All work injury claims (*that are not self-insured or serious injury*) are managed by Employers Mutual or Gallagher Bassett. To identify which claims agent is managing a worker's claim, refer to the 'Claims agent lookup' function on our website at [www.rtwsa.com](http://www.rtwsa.com).

#### **EML**

Phone: (08) 8127 1100 or free call 1300 365 105

Fax: (08) 8127 1200

Postal address: GPO Box 2575, Adelaide SA 5001

Online: [www.eml.com.au](http://www.eml.com.au)

#### **Gallagher Bassett Services Pty Ltd**

Phone: (08) 8177 8450 or free call 1800 664 079

Fax: (08) 8177 8451

Postal address: GPO Box 1772, Adelaide SA 5001

Online: [www.gallagherbassett.com.au](http://www.gallagherbassett.com.au)

### ReturnToWorkSA EnABLE Unit

For claims relating to severe traumatic injuries, please contact this unit directly.

Phone: 13 18 55

Fax: (08) 8233 2051

Postal address: GPO Box 2668, Adelaide SA 5001

### ReturnToWorkSA Impairment Assessment Services

Phone: (08) 8238 5960

Email: [wpi@rtwsa.com](mailto:wpi@rtwsa.com)

### Self-insured employers

For matters relating to self-insured claims, please contact the self-insured employer directly.



**ReturnToWorkSA**  
**Provider Enquiries: 8238 5757**  
400 King William Street, Adelaide SA 5000  
[providers@rtwsa.com](mailto:providers@rtwsa.com)  
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