



# myMPS

## How to guide

### Setting up Network pricing contracts

To setup Network pricing contracts,

1. Click on the **Admin** tab.
2. Ensure the **Practice** option is highlighted.
3. Select '**Network pricing contracts**'.

The screenshot shows the myMPS Admin interface. The top navigation bar includes 'Calendar', 'Inbox', 'Accounts', 'Admin' (which is highlighted with a green circle and the number 1), and 'Reports'. The left sidebar shows 'Practice' (highlighted with a green circle and the number 2), 'Branches', 'Provider' (10), 'Users' (5), 'Documents' (1), and 'Bulk communications'. The main content area has tabs for 'Details', 'Network pricing contracts' (highlighted with a green circle and the number 3), 'Private rates', and 'Settings'. The 'Details' tab shows practice information like 'Practice name: Dr Richard Harris', 'Billing practice no: 7466548', 'VAT no: 787858888', 'Company reg. no.', 'Status: Active', 'Select main branch: Main', and 'Practice type: Multi-branch'. The 'Network pricing contracts' tab is active. The bottom of the screen includes a 'Support' button, a copyright notice '© Healthbridge 2019', and the 'healthbridge' logo.

This will open the '**Network pricing contracts**' window where you are able to select which contracts you have in place and the date range that the contract is valid for.

Select which schemes you have a contract for and customise the fields in the row for that schemes contract.

The screenshot shows the 'Network pricing contracts' configuration window. The top navigation bar includes 'Details', 'Network pricing contracts' (selected and highlighted with a green circle and the number 1), 'Private rates', and 'Settings'. The main content area shows a table of contracts with the following columns: Scheme, Contracted, IPA, Bill Medi at RD, Bill Cons at RD, Subcategory, Category, Date From, Date To, and Info. The table lists various schemes like '1DOCTOR HEALTH', 'AECA MEDICAL AID SOCIETY', 'AFFINITYNCRFL', 'AGHSA FOUNDATION OPTI...', 'AGILITY HEALTH DIRECT (DSP)', 'ANGLO MEDICAL SCHEME', 'BANKMED (NETWORK RATE)', 'BANKMED GP ENTRY PLAN ...', 'BANKMED GP ENTRY PLAN ...', 'BARLOWORLD', 'BESTMED PULSE1', 'BONCAP', and 'BONCAP'. Each row has dropdown menus for 'Contracted', 'IPA', 'Bill Medi at RD', 'Bill Cons at RD', 'Subcategory', 'Category', 'Date From', and 'Date To'. The 'Network pricing contracts' tab is active. The bottom of the screen includes a 'Save' button.

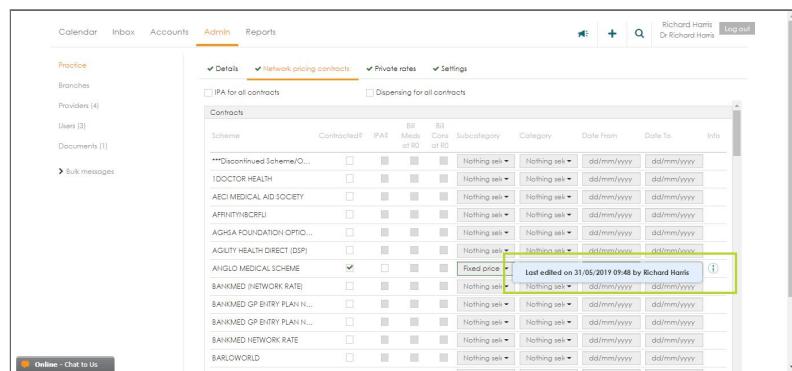
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## Network pricing last edited

The 'Network pricing contracts' page has been updated to include an information button that will display when a particular agreement was last updated, and by who.

To view who update the specific line, hover over the  button.



| Scheme                      | Contracted F                        | IPAS                     | Bill                     | Ref                      | Category    | Date From   | Date To    | Info       |
|-----------------------------|-------------------------------------|--------------------------|--------------------------|--------------------------|-------------|---|------------|------------|
| ***Discontinued Scheme/O... | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Nothing sel | Nothing sel                                       | dd/mm/yyyy | dd/mm/yyyy |
| DOCTOR HEALTH               | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Nothing sel | Nothing sel                                       | dd/mm/yyyy | dd/mm/yyyy |
| ASCI MEDICAL AID SOCIETY    | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Nothing sel | Nothing sel                                       | dd/mm/yyyy | dd/mm/yyyy |
| AFFINITYBCRFU               | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Nothing sel | Nothing sel                                       | dd/mm/yyyy | dd/mm/yyyy |
| AGSA FOUNDATION OPTIO...    | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Nothing sel | Nothing sel                                       | dd/mm/yyyy | dd/mm/yyyy |
| AGUTY HEALTH DIRECT (DSP)   | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Nothing sel | Nothing sel                                       | dd/mm/yyyy | dd/mm/yyyy |
| ANGLO MEDICAL SCHEME        | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Fixed price | Last edited on 31/05/2019 09:48 by Richard Harris | dd/mm/yyyy | dd/mm/yyyy |
| BAIKMED NETWORK RATE        | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Nothing sel | Nothing sel                                       | dd/mm/yyyy | dd/mm/yyyy |
| BAIKMED GP ENTRY PLAN N...  | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Nothing sel | Nothing sel                                       | dd/mm/yyyy | dd/mm/yyyy |
| BAIKMED GP ENTRY PLAN N...  | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Nothing sel | Nothing sel                                       | dd/mm/yyyy | dd/mm/yyyy |
| BAIKMED NETWORK RATE        | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Nothing sel | Nothing sel                                       | dd/mm/yyyy | dd/mm/yyyy |
| BARLOWORLD                  | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Nothing sel | Nothing sel                                       | dd/mm/yyyy | dd/mm/yyyy |

**Note:** Should you need help setting up your network pricing contracts, please contact **Healthbridge** through any of our support channels and we will assist you with the setup.