

# *PrimaryClinic*

## LanternPay Integration User Guide



lantern **pay**

[www.primaryclinic.com.au](http://www.primaryclinic.com.au)  
[www.global-health.com](http://www.global-health.com)

GLOBAL HEALTH

# Register with LanternPay

Please visit the LanternPay website and register your medical practice [www.lanternpay.com/providerregistration](https://www.lanternpay.com/providerregistration)

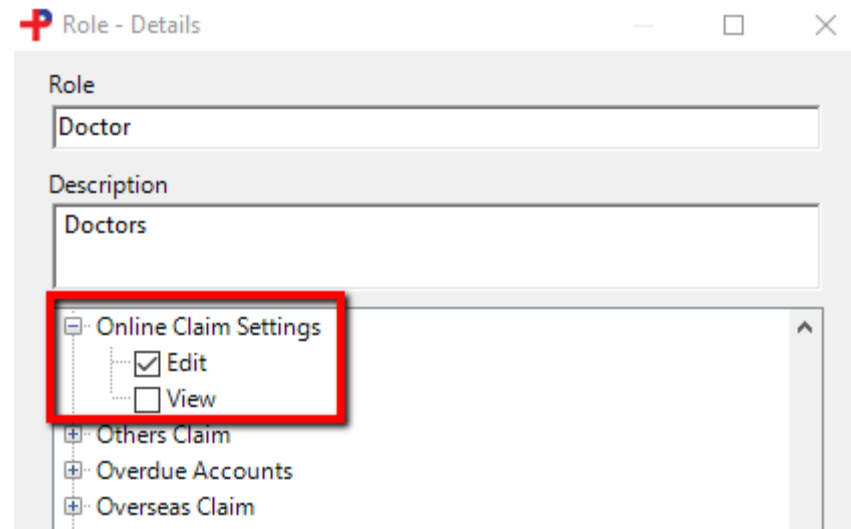
Once done, you will receive an API Key, API Secret and Biller ID from LanternPay. Please keep these details in a safe place.

Note: If a doctor wishes to be paid directly for the services they perform (rather than the funds being transferred to the medical practice), they need to register separately (with a different email address) for their own Biller ID.

# Configuration with LanternPay

First of all, please make sure that your organisation is working with [PCPractice version 1.4.3](#) or its later versions.

To change the configuration, the user logged in need to be authorised by Admin with the right "Edit Online Claiming Settings".



# Configuration with LanternPay

After registering with LanternPay, there are 2 places you can setup LanternPay integration into our PC Practice:

Organisational setting: this is where you record the medical practice's Biller number:

- Go to **Setup** → **Online Claiming** → **Online Claiming Settings** → **WC/TAC** tab.
- Enter *Biller Number*, *API Key*, *API Secret* provided for this organisation.
- Enter the right program code which is (tac) without parentheses for TAC claims. Use *Get Program Codes* feature to see all the available codes.
- When finished the configuration, press *Test Connection* button to check whether the new setting is successful or not.
- Finally, save the changes.

The screenshot shows a software window titled "Online Claim Settings - ABA00001". It has three tabs: "Global Setting", "Local Setting", and "WC/TAC". The "WC/TAC" tab is active. Inside this tab, there is a section for "Enable LanternPay" which is checked. Below this, there are three input fields: "Biller Number" with the value "LP-BLR-C68QXDV8", "Api Key" with the value "34ad3965d3b54346a36b08e59481fbac", and "Api Secret" which is masked with dots. A "Test Connection" button is located to the right of these fields. Below the "Enable LanternPay" section, there is a "TAC program code" dropdown menu currently set to "tac", and a "Get program codes..." button. At the bottom right of the window, there are "Save Changes" and "Cancel" buttons.



# Submit and manage TAC Claims

Follow these steps to transmit a TAC invoice via LanternPay:

**Precondition:** make sure you've already finished the configuration specified in session 1 and the user logged in is authorised to perform tasks on TAC Claims.

**Step 1:** create a TAC invoice.

Smith, John - D.O.B: 23/03/1969 - Delores Felica - TAC

Bulk Bill Private Patient Veterans Affairs WorkCover **TAC** IMC OVS Health Fund Immunisation Others

General Pathology services Specialist

General  
Invoice# [ ] Date & Time 02/02/2018 11:08  
External# [ ] Due Date Due immediately

Location  
Location Rooms Facility Id [ ] Km 0 Admitted [ ] Discharged [ ]

Account  
Patient Smith, John OPV  
Payer Smith, John OPV  
Note [ ]  
Secret Note [ ]

Provider  
Provider Delores, Felica - 987985AA  
Payee [ ]

Referral/Request  
Referral [ ]  
Override Condition None

Claiming  
Claim# [ ] In writing, whe [ ]  
 Online Submission Authorised  
 Financial Interest Disclosed  
 Compensation Claim

Item	No. of Pat.	Service Date	Service Time	TimeDuration	Qty	Schedule	GST incl.	Fee	Discount	GST (%)	GST	Total
10801		02/02/2018			1	TACVIC - Transport A	<input checked="" type="checkbox"/>	\$210.30	\$0.00	5.0	\$10.00	\$210.
* 10802		02/02/2018			1	TACVIC - Transport A	<input checked="" type="checkbox"/>	\$210.30	\$0.00	10.0	\$19.12	\$210.
* [ ]							<input type="checkbox"/>					

Sale:  
\$420.60 \$0.00 \$29.12 \$420.

Pay Here  Print after Saved

# Submit and manage TAC Claims

Follow these steps to transmit a TAC invoice via LanternPay:

**Step 2:** attach a *Program Client Number* (known as *Claim#* in PC Practice issued by TAC fund) into the invoice. Like this screenshot:

OLIVE, FELICIA - D.O.B: 05/03/1975 - Delores Felica - TAC

Bulk Bill Private Veterans WorkCover TAC IMC OVS Health Fund Immunisation Others

General Pathology services Specialist

General Invoice# Date & Time 09/01/2018 10:26 External# Due Date Due immediately

Location Rooms Facility Id Km 0 Admitted

Account Patient OLIVE, FELICIA OPV Payer OLIVE, GWENDA OPV Note Secret

Provider Delores, Felica - 2406201K Payee Referral/Request Referral Override Condition None

Claiming Claim# TAC001 In writing, whe  Online Submission Authorised  Financial Interest Disclosed

Date of Injury	Claim#	Payer	Employer	Case Manager	Default	Public Note (printed)	Private Note
29/12/2008	TAC06				<input type="checkbox"/>		
26/12/2016	:unknown	Mrs LEDA OLIVE			<input type="checkbox"/>		
02/11/2017	:requiresauth	Mr VINCE GWENDO			<input type="checkbox"/>		
01/01/2018	TAC001	Mrs GWENDA OL			<input checked="" type="checkbox"/>		

New Archive Delete  Include archived Invoice attached Select Close

Pay Here  Print after Saved Defer Pay Check Eligibility Online Claim Save Cancel

# Submit and manage TAC Claims

Follow these steps to transmit a TAC invoice via LanternPay:

**Step 3:** before submitting an invoice, you can use *Check Eligibility* feature to see the expected funding outcome of the invoice. *Check Eligibility* is placed at Invoice Details dialog and Invoices List screen. It is only available for TAC submittable invoices.

The screenshot displays the LanternPay software interface. On the left is the 'Invoices' list, and on the right is the 'Invoice Details' dialog for invoice 349. The 'Check Eligibility' button is highlighted with a red box in both views.

Invoice#	Created Date	Issue Date	Payer	Patient Name	D.O.B.	File#	Servicing Provider	Account Type	Billed	GST	Paid	Write off	Discount	Owing	ClaimNu	Claim	
349	09/01/2018 10:27	09/01/2018	OLIVE, GWENDA	OLIVE, FELICIA	05/03/1975	00005	Delores, Felicia - 2406201K	TAC		\$120.00	\$0.00	\$210.30	\$0.00	\$0.00	\$120.00	TAC001	TAC0
348	09/01/2018 10:00	09/01/2018	OLIVE, LEDA	OLIVE, LEDA	14/09/1996	00005	Saint, Patrick - 7891234A	TAC		\$210.30	\$10.00	\$210.30	\$0.00	\$0.00	\$0.00	28	28 - F

Item	Service Date	Service Time	Qty	Schedule	GST incl.	Fee	Discount	GST (%)	GST	Total	Reb
10801	09/01/2018		1			\$120.00	\$0.00	0.0	\$0.00	\$120.00	

Eligibility Check Result

Sent Date	Patient Name	Patient DOB	Program Code	Program Client Number	Servicing Provider	Payee Provider	Invoice#	Claimed	Funded	Unfunded	Validation Errors
09/01/2018	OLIVE, LEDA	14/09/1996	tac	WW0501	Saint, Patrick-7891	Saint, Patrick-789	348	\$210.30	\$210.30	\$0.00	

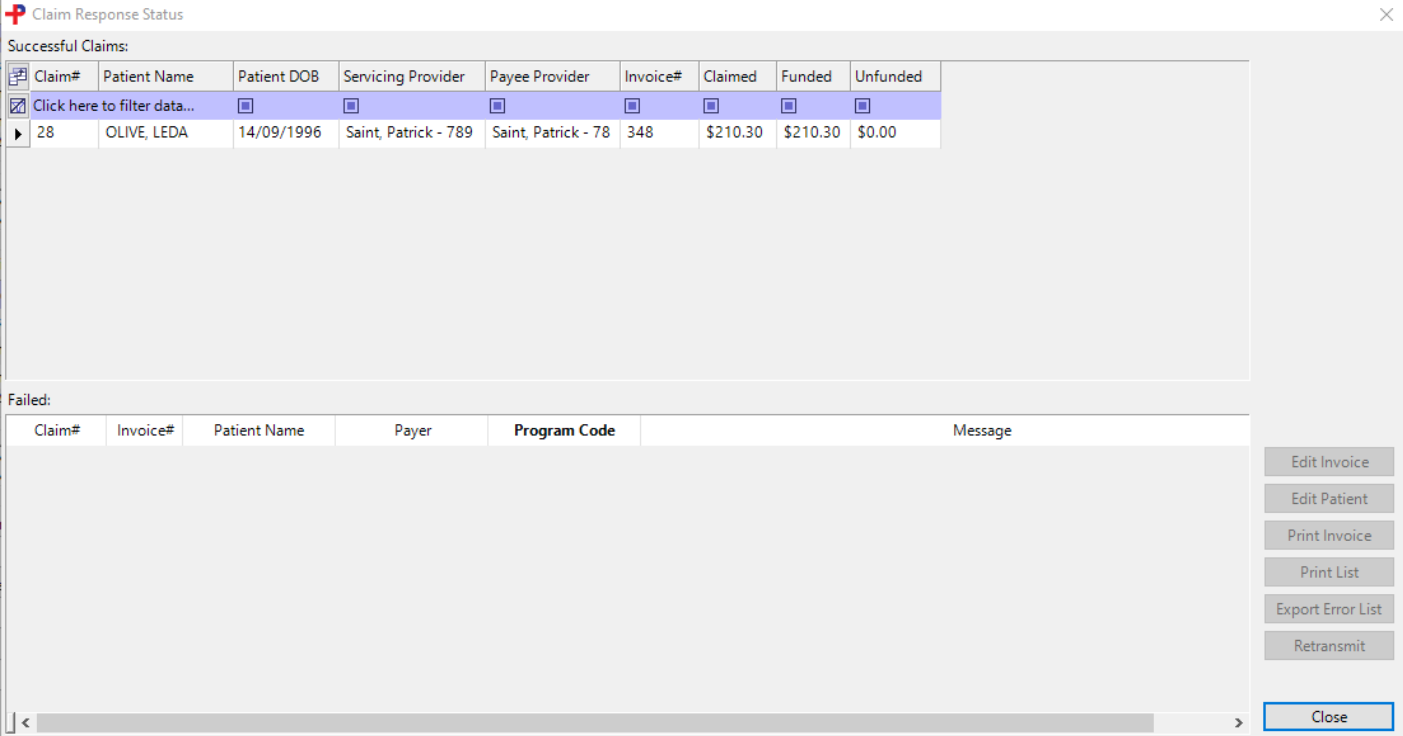
Item Num	Line Item Id	Unit Price Inc Tax	Unit Tax	Tax Code	Quantity	Total Claimed	Funded	Unfunded	Validation Errors	Service Date
10801	1	\$210.30	\$10.00	GST	1	\$210.30	\$210.30	\$0.00		09/01/2018



# Submit and manage TAC Claims

Follow these steps to transmit a TAC invoice via LanternPay:

**Step 3 Note:** The result of funding outcome is displayed immediately after the submission.



The screenshot shows a software window titled "Claim Response Status" with a close button in the top right corner. The window is divided into two main sections: "Successful Claims" and "Failed".

**Successful Claims:** This section contains a table with the following data:

Claim#	Patient Name	Patient DOB	Servicing Provider	Payee Provider	Invoice#	Claimed	Funded	Unfunded
28	OLIVE, LEDA	14/09/1996	Saint, Patrick - 789	Saint, Patrick - 78	348	\$210.30	\$210.30	\$0.00

Below the table, there are several buttons: "Edit Invoice", "Edit Patient", "Print Invoice", "Print List", "Export Error List", and "Retransmit". A "Close" button is located at the bottom right of the window.

**Failed:** This section is currently empty, with a table structure that includes columns for "Claim#", "Invoice#", "Patient Name", "Payer", "Program Code", and "Message".

# Submit and manage TAC Claims

Follow these steps to transmit a TAC invoice via LanternPay:

**Step 3 Note:** In case, users are trying to submit an invoice where the available funding is less than the invoice amount, PC Practice will provide an option that allows the users to reclaim the funded amount only.

The screenshot displays the 'Claim Response Status' window. It features a 'Successful Claims' table at the top and a 'Failed:' table below. A modal dialog box is open in the center, asking for confirmation to claim a partly funded amount. On the right side, there is a vertical toolbar with several buttons, including 'Retransmit', which is highlighted with a red box.

Claim#	Patient Name	Patient DOB	Servicing Provider	Payee Provider	Invoice#	Claimed	Funded	Unfunded
<a href="#">Click here to filter data...</a>								

Claim Response Status

One or more services in the selected invoice(s) are only partly funded.  
Click Yes to claim the partly funded amount  
Click No to return to the previous screen

Yes No

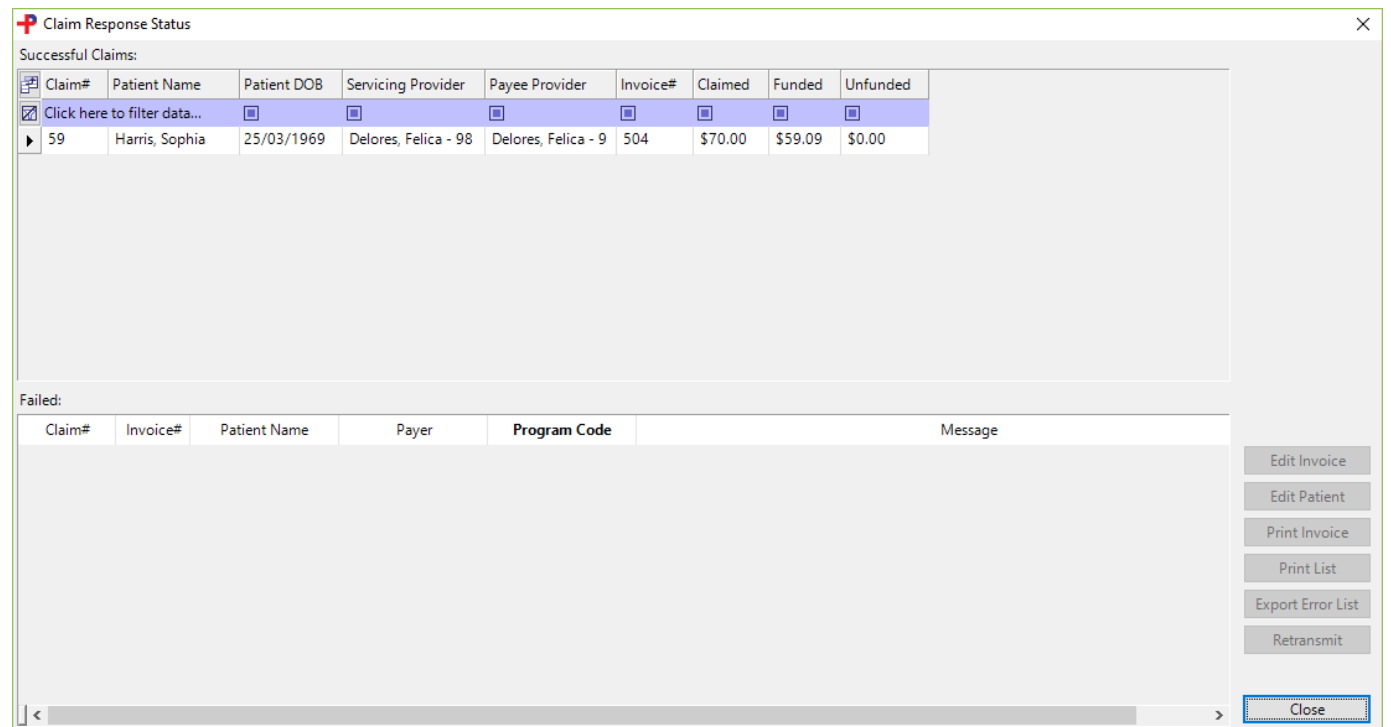
Claim#	Invoice#	Patient Name	Payer	Program Code	Message
59	504	Harris, Sophia	Harris, Sophia	tac	The entered price of \$70.0000 exceeds the maximum price of \$59.09 for 23. The funding will only pay \$59.09.

Retransmit

# Submit and manage TAC Claims

Follow these steps to transmit a TAC invoice via LanternPay:

**Step 3 Note:** Now the result will be:



The screenshot shows a software window titled "Claim Response Status" with a close button (X) in the top right corner. The window is divided into two main sections: "Successful Claims:" and "Failed:".

**Successful Claims:**

Claim#	Patient Name	Patient DOB	Servicing Provider	Payee Provider	Invoice#	Claimed	Funded	Unfunded
59	Harris, Sophia	25/03/1969	Delores, Felica - 98	Delores, Felica - 9	504	\$70.00	\$59.09	\$0.00

**Failed:**

Claim#	Invoice#	Patient Name	Payer	Program Code	Message
--------	----------	--------------	-------	--------------	---------

On the right side of the window, there is a vertical stack of buttons: "Edit Invoice", "Edit Patient", "Print Invoice", "Print List", "Export Error List", and "Retransmit". At the bottom right, there is a "Close" button.

# Submit and manage TAC Claims

Like other types of claim, you can manage TAC claims under menu **Admin Tasks** → **TAC Claim**.

If the option to automatically allocate payments mentioned in Global Setting is turned off, you have to make a further step to manually allocate the payment paid by LanternPay into the transmitted invoice by using *Receipt Invoices* button at the bottom of this screen.

The screenshot displays the TAC Claim management interface. The main window shows a list of claims with columns for Status, Invoice#, Claim#, Program Client Number, Created Date, BillerNumber, Sent Date, Patient Name, Patient DOB, Servicing Provider, Payee Provider, Claimed, Paid, and Funded. A 'Payment Information' dialog box is open over the list, showing fields for Payment date (25/01/2018), Bank account (ANZ), and Payment type (Direct Credit selected). At the bottom of the screen, a yellow message box states: "The Payment Report/ERA has been received for the claim and the invoices are ready to be allocated with payments. Highlight the claim and click on RECEIPT INVOICES to allocate the payments in. Multiple selection allowed." The "Receipt Invoices" button is highlighted with a red box.

Status	Invoice#	Claim#	Program Client Number	Created Date	BillerNumber	Sent Date	Patient Name	Patient DOB	Servicing Provider	Payee Provider	Claimed	Paid	Funded
	502	57	91/00003	25/01/2018 11:09	LP-BLR-C68QXDV	25/01/2018	Harris, Sophia	25/03/1969	Delores, Felica - 98	Delores, Felica - 9	\$70.00	\$59.09	\$59.09
	503	56	91/00003	25/01/2018 11:09	LP-BLR-C68QXDV	25/01/2018	Harris, Sophia	25/03/1969	Delores, Felica - 98	Delores, Felica - 9	\$80.00		\$59.09
	496	53	91/00003	24/01/2018 10:34	LP-BLR-C68QXDV	24/01/2018	Harris, Sophia	25/03/1969	Delores, Felica - 98	Delores, Felica - 9	\$70.00	\$59.09	\$59.09
	491	46	9	Payment Information		22/01/2018	Harris, Sophia	25/03/1969	Delores, Felica - 98	Delores, Felica - 9	\$59.09		\$59.09
	490	45	9	Payment date: 25/01/2018		22/01/2018	Harris, Jolie	24/03/1969	Delores, Felica - 98	Delores, Felica - 9	\$881.64		\$881.64
	489	44	9	Bank account: ANZ		22/01/2018	Smith, John	23/03/1969	Delores, Felica - 98	Delores, Felica - 9	\$59.09		\$59.09
	482	43	9	Payment type: Direct Credit		19/01/2018	Smith, John	23/03/1969	Delores, Felica - 98	Delores, Felica - 9	\$78.80		\$78.80
	446	41	9			17/01/2018	Harris, Jolie	24/03/1969	Delores, Felica - 98	Delores, Felica - 9	\$197.49		\$197.49
	445	40	9			17/01/2018	Harris, Jolie	24/03/1969	Delores, Felica - 98	Delores, Felica - 9	\$197.49		\$197.49
	444	39	9			17/01/2018	Harris, Sophia	25/03/1969	Delores, Felica - 98	Delores, Felica - 9	\$59.09		\$59.09
	442	38	91/00002	17/01/2018 09:36	LP-BLR-C68QXDV	17/01/2018	Harris, Jolie	24/03/1969	Delores, Felica - 98	Delores, Felica - 9	\$197.49		\$0.00
	441	37	91/00001	17/01/2018 08:57	LP-BLR-C68QXDV	17/01/2018	Smith, John	23/03/1969	Delores, Felica - 98	Delores, Felica - 9	\$59.09		\$59.09
	440	36	91/00001	17/01/2018 08:53	LP-BLR-C68QXDV	17/01/2018	Smith, John	23/03/1969	Delores, Felica - 98	Delores, Felica - 9	\$59.09		\$59.09
	427	34	TAC18	15/01/2018 16:47	LP-BLR-C68QXDV	15/01/2018	OLIVE, GWENDA	23/12/1980	Delores, Felica - 24	Delores, Felica - 2	\$420.60		\$420.60
	405	33	91/00003	15/01/2018 15:57	LP-BLR-C68QXDV	15/01/2018	OLIVE, JENNY	03/11/1988	Delores, Felica - 98	Delores, Felica - 9	\$78.80		\$78.80
	366	32	91/00003	12/01/2018 09:26	LP-BLR-C68QXDV	12/01/2018	OLIVE, JENNY	03/11/1988	Delores, Felica - 98	Delores, Felica - 9	\$65.00	\$65.00	\$65.00
	363	31	91/00003	11/01/2018 14:37	LP-BLR-C68QXDV	11/01/2018	OLIVE, JENNY	03/11/1988	Delores, Felica - 98	Delores, Felica - 9	\$56.09		\$56.09
	362	30	91/00002	11/01/2018 14:12	LP-BLR-C68QXDV	11/01/2018	Cross, Henrietta	05/10/1954	Delores, Felica - 98	Delores, Felica - 9	\$197.49	\$197.49	\$197.49
	361	29	91/00001	11/01/2018 14:08	LP-BLR-C68QXDV	11/01/2018	Olive, Felicia	05/03/1975	Delores, Felica - 98	Delores, Felica - 9	\$59.09		\$59.09
	348	28	WV0501	09/01/2018 10:04	LP-BLR-74QRVE2	09/01/2018	OLIVE, LEDA	14/09/1996	Saint, Patrick - 789	Saint, Patrick - 78	\$210.30	\$210.30	\$210.30
	328	27	TAC20	05/01/2018 17:07	LP-BLR-C68QXDV	05/01/2018	Harris, Jolie	24/03/1969	Delores, Felica - 24	Delores, Felica - 2	\$50.00		\$50.00
	318	26	unknown	05/01/2018 15:25	LP-BLR-C68QXDV	05/01/2018	OLIVE, LEDA	14/09/1996	Delores, Felica - 98	Delores, Felica - 9	\$100.00		\$0.00
	310	25	TAC15	05/01/2018 13:41	LP-BLR-74QRVE2	05/01/2018	OLIVE, JENNY	03/11/1988	Saint, Patrick - 789	Saint, Patrick - 78	\$210.30		\$210.30
	297	22	TAC03	05/01/2018 09:56	LP-BLR-74QRVE2	05/01/2018	ROACHELLE EABO	10/06/1967	Delores, Felica - 24	Saint, Patrick - 78	\$100.00	\$100.00	\$100.00

# Submit and manage TAC Claims

After finished recording the payment into PC Practice, now user can see the receipt information right at the invoice's dialog:

Harris, Sophia - D.O.B: 25/03/1969 - Delores Felica - TAC

Bulk Bill Private Patient Veterans Affairs WorkCover TAC IMC OVS Health Fund Immunisation Others

General Pathology services Specialist

General  
Invoice# 503 Date & Time 25/01/2018 11:06  
External# Due Date Due immediately

Location  
Location Rooms Facility Id  
Km 0 Admitted  
Discharged

Account  
Patient Harris, Sophia OPV  
Payer Harris, Sophia OPV  
Note  
Secret Note

Referral/Request  
Referral  
Override Condition None

Claiming  
Claim# 91/000 Partly Paid In writing, when  
 Online Submission Authorised  
 Financial Interest Disclosed  
 Compensation Claim

Item	No. of Pat.	Service Date	Service Time	TimeDuration	Qty	Schedule	GST incl.	Fee	Discount	GST (%)	GST	Tc
23		25/01/2018			1	TACVIC - Transport A	<input type="checkbox"/>	\$80.00	\$0.00	0.0	\$0.00	\$

Receipt#	Date	Amount	GST	Type	Note	Bank Account	Payer
248	25/01/2018	\$59.09	\$0.00	Payment		ANZ	Harris, Sophia

Sale:

\$80.00	\$0.00	\$0.00	\$
---------	--------	--------	----

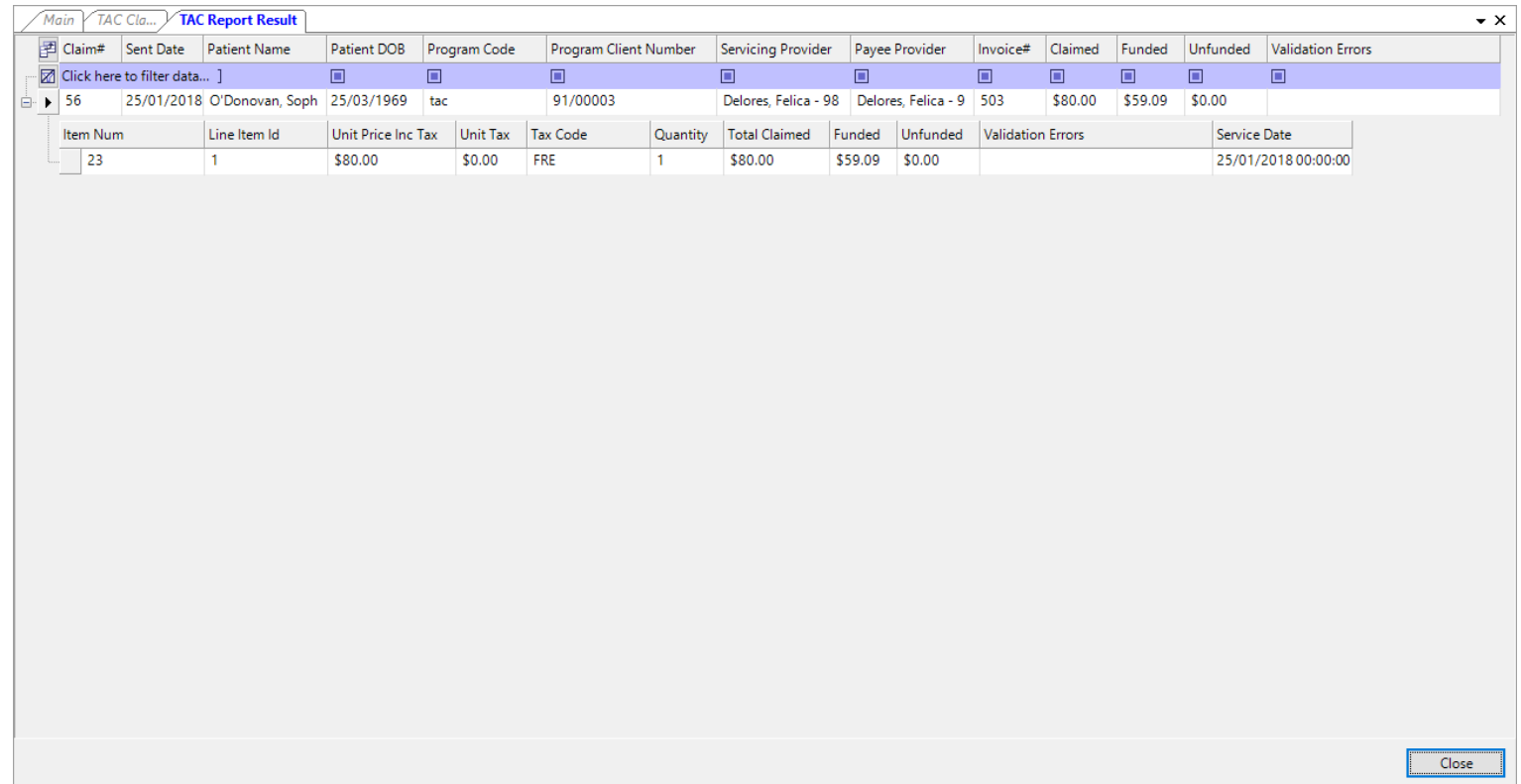
Grand Total - Payments & Others

Payment **\$59.09** GST Payment **\$0.00** Discount **\$0.00** Write off **\$0.00** Owe **\$20.91**

Pay Here  Print after Saved More

# Submit and manage TAC Claims

Or view the report of the TAC invoice by pressing *View Reports* button located at the bottom of the TAC Claim screen.



The screenshot displays a software application window titled "TAC Report Result". The window contains a table with the following data:

Claim#	Sent Date	Patient Name	Patient DOB	Program Code	Program Client Number	Servicing Provider	Payee Provider	Invoice#	Claimed	Funded	Unfunded	Validation Errors
56	25/01/2018	O'Donovan, Soph	25/03/1969	tac	91/00003	Delores, Felica - 98	Delores, Felica - 9	503	\$80.00	\$59.09	\$0.00	

Item Num	Line Item Id	Unit Price Inc Tax	Unit Tax	Tax Code	Quantity	Total Claimed	Funded	Unfunded	Validation Errors	Service Date
23	1	\$80.00	\$0.00	FRE	1	\$80.00	\$59.09	\$0.00		25/01/2018 00:00:00

A "Close" button is visible in the bottom right corner of the window.

# Submit and manage Others type claims

As LanternPay expands and adds more schemes, you will be able to claim from multiple schemes using 'Others' in PCPractice. We will let you know about any new schemes added and update this user guide accordingly.

The screenshot displays the PCPractice software interface for creating a claim. The window title is "Smith, John - D.O.B: 23/03/1969 - Delores Felica - Others". At the top, there is a navigation bar with tabs for "Bulk Bill", "Private Patient", "Veterans Affairs", "WorkCover", "TAC", "IMC", "OVS", "Health Fund", "Immunisation", and "Others". The "Others" tab is highlighted with a red box. Below the navigation bar, there are three main sections: "General", "Pathology services", and "Specialist". The "General" section contains fields for "Invoice#", "External#", "Date & Time" (31/01/2018 11:47), "Due Date" (Not Specified), "Location" (Rooms), "Facility Id", "Km" (0), "Admitted", and "Discharged". The "Account" section contains fields for "Patient" (Smith, John), "Payer" (Smith, John), "Note", and "Secret Note". The "Referral/Request" section contains fields for "Referral" and "Override Condition" (None). The "Claiming" section contains fields for "Claim#" (91/000) and "In writing, whe", along with checkboxes for "Online Submission Authorised", "Financial Interest Disclosed", and "Compensation Claim". At the bottom, there is a table with columns "Item", "Schedule", "Fee", "Description", and "Service Date". The table contains one row with "23", "BBGP - Medicare Reb", "37.05", "Professional at", and "31/01/2018". Below the table, there is a "Sale:" section with a total fee of "S37.05". At the bottom of the window, there are several buttons: "Pay Here", "Print after Saved", "Apply MOR", "Defer", "Check Eligibility", "Pay", "Online Claim" (highlighted with a red box), "Save", and "Cancel".

Item	Schedule	Fee	Description	Service Date
23	BBGP - Medicare Reb	37.05	Professional at	31/01/2018
Sale:		S37.05		

# Submit and manage Others type claims

Now users will select a program code suitable for the invoice from a list of available funding programs, so that they can lodge the claim to LanternPay:

**New Others Claim**

Servicing Provider

Enter text here to search...

- Willson, Annabell - 1472589S
- Soon, Alfred - 2406211J
- Soon, Alfred - 2406211J

Include Archived

Locations

- GOOD CLINIC VICTORIA - HAMILTON
- GOOD CLINIC VICTORIA - MELBOURNE

Payee Provider

Enter text here to search...

- Willson, Annabell - 1472589S
- Soon, Alfred - 2406211J
- Soon, Alfred - 2406211J

Include Archived

Locations

- GOOD CLINIC VICTORIA - HAMILTON
- GOOD CLINIC VICTORIA - MELBOURNE

Date Between [ ] and [ ]

Family Name [ ] First Name [ ]

Invoice# [ ]

Search Claim

Find Clear

Patient Name	Program Code	Servicing Provider	Payee Provider /	Invoice#	Issue Date	Items	Total Fee
▶ Smith, John	tac	Delores, Felica - 987985AA		519	31/01/2018	23	\$37.05

Total: 1

Send Now OK Remove Show Patient Show Invoice Print Close



# Contact Us

## PrimaryClinic

### Support:

T: 1300 723 938

F: +61 3 9675 0699

[primaryclinic@global-health.com](mailto:primaryclinic@global-health.com)



lantern **pay**

### Support:

T: 1300 526 837

[support@lanternpay.com](mailto:support@lanternpay.com)