Provider steps required for MyMedicare GPACI Program

In order for you to receive provider payments from MyMedicare GPACI program – you need to ensure you have your bank details on PRODA/HPOS and have selected these be used for the MyMedicare GPACI payments.

Before you begin, ensure you already have the below. See resources if you require support.

- **An individual PRODA account**
- **Provider number for general practice location you complete your Aged Care consultations**

1. Login to PRODA account
2. Select Go To Services on HPOS tile
3. Select individual account, then select continue
4. Select My Details (dark purple tile), then select My Personal details
5. Select My Banking, the My Banking Details screen will display
6. Select MyMedicare and MyMedicare incentives from drop-down list, then select add.
   You will need to add one at a time
7. Add banking details screen displays, program details will populate
8. Select existing account if bank details previously recorded for another program in HPOS or select
   Enter new account and enter your bank details
9. Select save

Note: Banking details entered will not be visible until the following day, please re-check to make sure this is saved correctly.

Resources

Create your individual PRODA account

Manage your provider and prescriber numbers

Apply for initial provider and prescriber number

Manage your details in HPOS

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