



Contribution to a Care Plan – Item 731 Steps for the GP

1. Aged Care Home (ACH) will already have a Care Plan prepared & will invite you to contribute.

It is the responsibility of the ACH to create a care plan for each new resident and update it regularly, the GP may be invited by the ACH to contribute to the care plan.

2. Read existing Care Plan & review your own patient notes

3. Contribute to the Care Plan by ideally discussing with ACH staff & giving any additions, changes, or other recommended management.

4. Document contribution in ACH Care Plan or on separate GP contribution to Care Plan sheet or in resident medical record.

GPs contribution must be documented, may consist of a date, signature, comment, brief summary & recommendations. *(Please find form on website)*

5. Bill an Item 731

6. Plan to review Care Plan 3-6 monthly

Note: Item 731 may also be claimed for taking part in discharge care planning when an aged care home resident is discharged from hospital/day hospital