

## Pension Invoice Guidance

As Health Management (HML) moves to the MedigoldONE (MG1) platform, you will notice some changes to your invoices and backing sheet data.

While the services you have been accessing via the HML system remain unchanged, you will notice on your new invoicing that the names for these may differ a little – this is so we can be aligned on the single platform and billing formats.

You will still continue to be invoiced by Health Management at the same time each month, and the changes you will see will be in the description of services and the way that unit prices are structured.

There are no changes to the contractual prices of our services.



The image shows a sample pension invoice form. At the top left is the Health Management logo. To its right is the word "Invoice". Below the logo is the company address: "Health Management Ltd, Medigold House, Queensbridge, Northampton, NN4 7BF", followed by "Tel: 01273 819200" and "Web: www.healthmanhml.com". The form is divided into two main sections. The left section, titled "Client Name", "Client", and "Address", is enclosed in a light blue border. The right section, titled "Invoice No.:", "Invoice/Tax Date:", "Due Date:", "Account Number:", and "Sales Order ID:", is also enclosed in a light blue border and contains the following information: "INV548546", "07.11.2023", "05.12.2023", "HS000844", and "63092". At the bottom of the form, it says "Charges for the month ending 31st October 2023".

Under the legacy Health Management billing system, some service types were made up of two fees. In the example below, a case has generated a video assessment with a doctor, leading to a referral fee and an assessment fee being charged. Both were displayed on invoices as shown below:

Quantity	Description	Unit Price
1 Each	Medical Assessment Fee - OHP Video	230.55 GBP
1 Each	Management Referral Fee - OHP Video	192.89 GBP

In the new format, services will be billed as a single unit price. As shown in the example below, the last entry is for two cases that have had telephone assessments with a doctor; the 'Description' field shows the services used as a single line with the description "MR – OHP Telephone Management Referral" with 'Net Price' further along the row. This encompasses both the assessment and referral fees into one item.

Description	Purchase Order No	Quantity	Net Price
MR - OHA Telephone Management Referral		7	£916.09
Vaccs - Hep B (3)		5	£295.90
Vaccs - Hep B (2)		6	£355.08
Vaccs - Hep B (1)		8	£473.44
MR - OHP Telephone Management Referral		2	£762.46

The backing sheet data will also appear slightly changed as some of the reporting fields on Core are subtly different from those on the legacy HML systems.

The fields that will now be included are as follows:

- Date
- Office
- Location
- Referrer
- Purchase Order (if applicable)
- Cost Centre (if applicable)
- Charged To (invoicing officer)
- Patient Name
- Patient ID
- Charge Name (Service/Product type – see the addendum below)

- Case No (previously Service Instance or Case Reference)
- Practitioner (additional information – you will be able to see which clinicians conducted your assessments)
- Comments
- Quantity
- Unit Cost
- Total