# Medical Aid **PROVIDENTIAL OF CONTRACTION OF CONTRACT OF CONTRACT**

**Custom Charge Rate - User Manual** 

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# Intro:

Every year CGM MEDEDI is updated with the latest medical aid tariffs for consultations, medicine, and consumables. We want to make sure that we give you everything you need to know about updating pricing tariffs and updates.

# What is a custom charge rate, and how do you create your own?

A custom charge rate is a charge rate that you at the practice can create when you need to bill at a special rate that is a higher percentage rate than the standard base rate used in CGM MEDEDI.

# Step-by-step approach to creating a Charge Rate.

Open and log into your MEDEDI Administrator.

MedEDI Logon		$\times$	
User Name USER			
Password *****			
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On the main screen, select 'Change Rates Prices & Med Aid' button.

MedEDI Administrator	и 	-	Ī
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### Select the 'Charge Rates' button.



The '**Charge Rates**' screen opens up and here is where you will see a list of all the charge rates in the system which are used when billing. You can also create, compare, import and export your charge rates but in this case, we will be creating a new custom charge rate - Select the '**New Charge Rate**' button.

			Charg	e Rates			
Reduct	Charge Rate Details						
	Code	Description	Parent	Proclist	Rooms Markup %	Hosp Markup %	Day Clinic Markup %
ration	AECHE*	ChargeRate for AECI HEALTHCARE	MEDSCH*	STD			
	AECHEU*	AECI Universal Charge rate	STANDARD*	STD			
rate	AECUNP		STANDARD*	STD			
	AFFHP	AFFINITY HEALTH INSURANCE CHARGERATE	STANDARD*	STD			
ntes	AFROX*	ChargeRate for AFROX	RATEC*	STD			
	ALLCARE*	Alicare rate	STANDARD*	STD			
rttings	ANGLOM*	ANGLO MEDICAL CHARGERATE	STANDARD*	STD			
	BANKWE*	ChargeRate for BANKMED	RATED*	STD			
ttings	BANKNA*	CHARGERATE FOR BANKMED NAMIBIA	RATED*	STD			
	BANKNET*		STANDARD*	STD			
	BARLOW*	ChargeRate for BARLOWORLD	MEDSCH*	STD			
	BCMA*	Building Industry Gauteng Rate	STANDARD*	STD			
	BCIMAU*	BCIMA UNIVERSAL	STANDARD*	STD			
	BEST*	Bestmed Rate	STANDARD*	STD			
	BESTNCAT1*	BESTMED Network CAT1	STANDARD*	STD			
	BESTNCAT2*	BESTMED Network CAT2	STANDARD*	STD			
	BESTNCAT3*	BESTMED Network CAT3	STANDARD*	STD			
	BESTNET*	BESTMED Network	STANDARD*	STD			
	BMAF*	Building Industry Western Cape Rate	STANDARD*	STD			
	BM/V*	BM/V rate	STANDARD*	STD			
	BONITA*	ChargeRate for BONITAS	MEDSCH*	STD			
	BONITANET*	Bonita Network Prices	STANDARD*	STD			
	BOTSOG*	CHARGERATE FOR BOTSOGO	STANDARD*	STD			
	BP*	BP SOUTH AFRICA CHARGERATE	RATEB*	STD			
	BRINS*	CHARGERATE FOR BRIGHTROCK INSURANCE	STANDARD*	INS			
	BULDEC*	BUILD INDUSTRY EAST CAPE CHARGERATE	STANDARD*	STD			
	CAMAF*	Camaf rate	STANDARD*	STD			
	CARECROSS*	Carecross Rate	STANDARD*	STD			
	CARLTON*	CARTLTON CHARGERATE	STANDARD*	STD			
	CDE*	CDE schemes	STANDARD*	STD			
	CMP*	Cape Medical rate	STANDARD*	STD			
	COID*	WCA COID RATE	COID*	WCASTD			
	COMME*	CHARGERATE FOR COMMED ENABLEMED	STANDARD*	STD			
	COMMED*	ChargeRate for COMMED	ALLCARE*	STD			
	COMPCARE*	Compoare Charge rate	STANDARD*	STD			
	DEBEERS*	De Beers rate	STANDARD*	STD			
	DIOC*	Diocesion Bate	STANDARD*	STD			
	DISC*	DISCOVERY RATE	STANDARD*	STD			
	DISCOPA*	DISCOVERY DPA RATE	STANDARD*	STD			
	DISCER*	DISCOVERY E.R. CAUSLI TV RATE	DISC*	STD			
ack	DISCHEVA	charge rate for DECIVEV	STANDARDA	STD			

\*\*Note: Charge rates with \* are MEDEDI rates and those without are custom rates.

The View / Edit charge rate screen opens and here you will create the charge rate. Below the screen shot are descriptions of what each block requires.

MedEDI Administra	ator				- 0 ×
		- B	View / Edit Rates		
CGM					
	harge Rate Details				
	Code Description				
Administration					
A Annual Channel	Based on Procest	Rooms Markup 0.0 Hospital Markup 0.0 Day Cinic Markup 0.0			
Accebi changes	Code AMB	Description	Rooms	Hosp	Day Clinic
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	*92	INSURANCE MEDICAL OTHER PATHOLOGY TESTS			
		INSURANCE MEDICAL RADIOLOGY OLD			
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	1011	SPECIFICATION F FRANCECOT			
	4573	SPEECH THERAPY ( ALL DOL DOY			
	*514	SPEECH THERAPY / ALDIOLOGY			
	*515	SPEECH THERAPY / ALLOCA OGY			
	4516	SPEECH THERAPY ( ALD/OLOGY			
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	171	OCCUPATIONAL THERAPY 1			
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	270	PODIATRY 1			
	274	PODIATRY 2			
	290	SPECIALIST RADIOGRAPHY			
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Exit					Get help or call 0861 633 334 (1)

A – Give a name for your custom charge rate you would like to create.

B – Add a description for yourself so that you will know what the charge rate was created for.

C – Select a charge rate for which scheme you would like to use as a base rate for your custom charge rate. Your percentage markup will be added on to those base rates

D – Nothing needs to be added here as when you select your charge rate, this will automatically change to what is linked to that charge rate.

E – Here you will add your percentage markup. Please note the base rate is already at 100% so only the total percentage that is left after you take the 100% away needs to be added in each block that it is applicable for. Example: If you are allowed to charge at 150%, only 50% needs to be added in the block and not the full 150% as the base rate is already 100%

MedEDI Administrato	r					-	o ×
			View / Edit Rates				14
CGM See	Charge Rate Details						
Administration	Code DISC150 Description 150% MARKUP FOR DISCOVERY						
	Based on DISC* 💽 Proclist STD 💌 Rooms Markup 50 Hospital M	larkup 50 Day Clinic Markup 50					
Accept Changes	Code	Description	Rooms	Hosp		Day Clinic	
Discard Changes	0			0.000	0.000		0.000 🔺
	10			0.000	0.000		0.000
Conv Values	100			0.000	0.000		0.000

Once you are done, click on Accept Changes to save your new charge rate.

Charge Rate Details							÷
Code	Description	Parent	Proclist	Rooms Markup %	Hosp Markup %	Day Clinic Markup %	
DISC*	DISCOVERY RATE	STANDARD*	STD				-
DISC150	150% MARKUP FOR DISCOVERY	DISC*			50		50
NISCOPA*	DISCOVERY DPA RATE	STANDARD*	STD.				

You are now able to open CGM MEDEDI and bill patients using the new charge rate.

\*\*Additional steps if you would like to set this new charge rate as a default charge rate when billing a patient on the scheme for which you have special billing rates.

Continuing from the Charge Rates screen where you left off: Select the '**Back**' button.

		CI	arge Rates			
Charge Bate D	elist					
	Code Description	Parent	Procisi	Rooms Markup 18	Hosp Markup %	Day Cinic Markup %
stration ABCHE!	ChargeRate for AECI HEALTHCARE	MED SOHA	STD			
ACHER	APCI Universal Charge rate	STA4DARD*	STD			
ASCUNP		STANDARDA	STD			
APP.H.	AFFINITY HEALTH INSURANCE CHARGERATE	STANDARD*	STD			
and Anward	Change State for JATROX	MATEC*	SID			
ALL CARE*	Allocre rate	STANDARDA	STD			
ettings ANOLOM	ANOLO MEDICAL CHARGERATE	STANDARD*	STD			
EAPKAGe	Charge Sale for EANKMED	MATED.	SID			
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EANKINET!		STAHDARD^	STD			
BARLOW?	Change Nate for EARLOWORLD	MEDISCH?	STD			
ECIMA*	Euliding Industry Geuteng Pate	STANDARD*	STD			
ECHAU	EGMA UNIVERSAL	STA4DARD/	STD			
EEST*	E end ment Find e	STANDARD	STD			
EESTNCAT1*	EESTMED Notwork CAT1	STANDARD*	STD			
EESTNGAT2'	EESTMED Network CAT2	STA4DARD/	STD			
BESTROATS*	EES TMED Notwork CATS	STA4DARD*	GIS			
EESTNET*	EESTMED Notwork	STANDARDA	STD			
DMAP1	Euliding Instastry Western Cape Rate	ST/(4D//PD/	STD			
ENEY	E Weik rate	STANDARD*	SID			
EONITA/	ChargeRate for BONITAS	MED SOH*	STD			
EONITANET*	Epolle Network Prices	ST/4DAPD/	STD			
EDISOG*	CHARGENATE FOR EDTSOGO	STANDARD*	SID			
EP*	EP SOUTH AFRICA CHARGERATE	RATEB*	STD			
DRI451	CHARGERATE FOR ERIGHTROCK INSURANCE	STAHDAPD/	145			
EULDEC'	BULD INDUSTRY EAST CAPE CHAMPERATE	STANDARD*	SID			
CAMAPY	Convol robe	STANDARD*	STD			
CARECROSS'	Carecross Rate	ST/ODARD/	STD			
CARLIGN	CARTLETON CHARGERATE	STANDARD*	SID			
CDE <sup>4</sup>	CDE ochemos	STANDARD*	STD			
CMP*	Cape Medical rate	ST/ODARD*	STD			
COD*	WCA COD HATE	COID*	WOASID			
COMMEN	CHARGERATE FOR COMMED ENABLEMED	STANDARD*	STD			
COHNED!	ChargeRate for COMVED	ALLCARE"	STD			
COMPOARE*	Composing Charge rule	STANDARD*	SID			
DEBEERS*	De Beers rate	STANDARDA	STD			
DIOC?	Discession Rate	STANDARD2	STD			
080*	D SOCVERY RATE	STANDARD*	SID			
DISCOPA*	DIBOOVERY DPA RATE	STANDARDA	STD			
DISCE?"	DISCOVERY ER, GAUSLITY RATE	DESC*	STD			
ark mercular	observes rate for DEVMEN	CT LOD ADDR	200			

Select the 'Medical Aid Charge Rates' button.

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On the **Medical Aid Charge Rates** screen, add in the scheme name, plan and option (if specific, otherwise you could add '\*' which selects all plans and options for that scheme) and then under the charge rate column, select your new charge rate.

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totang totan			Medical Aid Charge Rates		14
	CGM	Scheme	Pan	Option	Charge Rate
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					Get help or call 0881 853 334 🔅

Once you are done, click on Accept Changes to save your settings.

Re-open MEDEDI and bill a patient on the scheme which you have setup that custom charge rate with. Confirm that the default charge rate pulling through is now your new charge rate.

