

# POLAR Walkthrough

## Clinic Summary – Tracked MBS

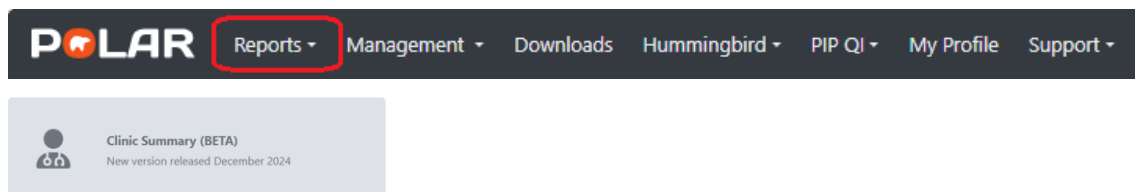
Check potential eligibility for GPCCMP, Health Assessments, etc.

### Patient cohort:

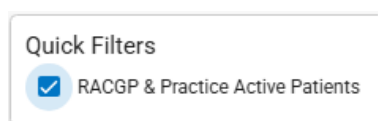
- Practice Active & RACGP active patients (Step 3)
- MyMedicare Registered (Step 4)

**Note: Patient cohort can be modified by adding or removing steps and filters according to the needs of your practice.**

1. Log in to **POLAR** [polarexplorer.org.au](http://polarexplorer.org.au)
2. Click **Reports** > click **Clinic Summary (BETA)**



3. On **Quick Filters** select **RACGP & Practice Active Patients**  
(Filters patients who have visited your practice at least three times in the last two years, and whose record is Active in your practice clinical software)



- Go to left side filters select **Patients** categorise>click on **MyMedicare Registered** from drop down page>Select **Registered**

- Click **MBS > Tracked MBS**

- The table shows your Practice's latest MBS data and potential eligibility.


POLAR extracts the data from your practice billing system.  
Eligibility will need to be confirmed via PRODA.

Patients: 11,136

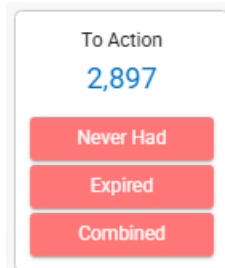
Selected MBS Item: GPCOMP

Tracked MBS Review Eligibility: 3 Months

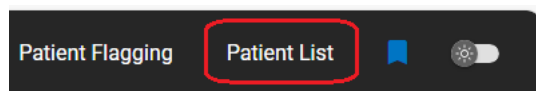
View	Tracked MBS Item	Active	Active Review	To Action	Expired	Never Had	Partially Claimed	Eligible for Renewal	Eligible for Review	Potential Anomalies	Claimed Calendar Year 2025	Claimed Financial Year 2025/26
GPMP	2,234	220	109	23	86	58	24	58	524	764	946	
TCA	2,006	220	114	19	95	55	28	55	471	718	833	
Heart Health Check	79	Not Applicable	7,101	91	7,010	Not Applicable	Not Applicable	Not Applicable	1	44	55	
Indigenous Health Assessment	11	Not Applicable	62	9	53	Not Applicable	Not Applicable	Not Applicable	1	6	9	
45-49 Health Assessment	55	Not Applicable	451	0	451	Not Applicable	Not Applicable	Not Applicable	11	11	21	
75+ Health Assessment	203	Not Applicable	928	210	718	Not Applicable	Not Applicable	Not Applicable	0	150	189	
Home Medication Review	24	Not Applicable	2,431	47	2,384	Not Applicable	Not Applicable	Not Applicable	3	11	19	
Chronic Disease Nurse Assessment	327	Not Applicable	2,083	329	1,754	283	283	Not Applicable	44	498	615	
Indigenous Nurse Assessment	1	Not Applicable	19	1	18	Not Applicable	Not Applicable	Not Applicable	1	3	4	
GP Mental Health Plan	1,458	53	852	0	853	536	435	536	821	271	305	
Diabetes Cycle of Care	0	Not Applicable	763	60	703	Not Applicable	Not Applicable	Not Applicable	0	0	0	
GPCOMP	0	0	4,324	0	4,324	0	0	0	0	0	0	

7. Select the **Tracked MBS** Item from the table by clicking on the  icon in the View column, e.g. GPCCMP.

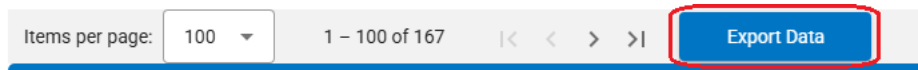
The **To Action** section allows you to select eligible patients who have **Never Had** or have an **Expired** item or **Combined** (both).



8. Click on **Patient List** on the top right-hand side of the screen to obtain a list of patients.

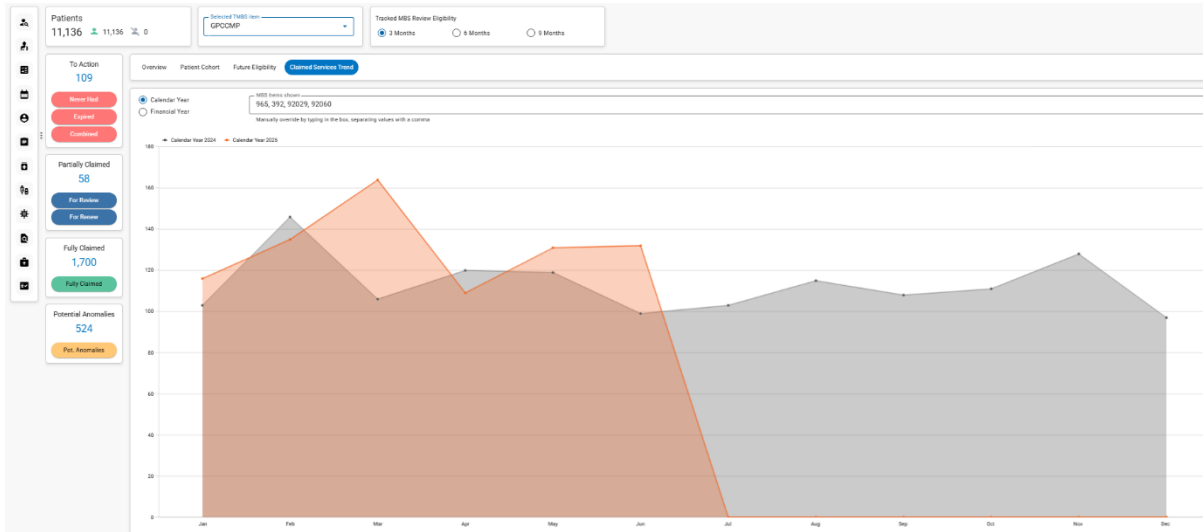


9. Click on **Export Data** to save the patient list as an Excel file on your computer.



**NOTE:** To view how many MBS items have been billed, click the **Claimed Service Trend** tab. The graph shows the number of MBS items billed in your practice each month.

Hover your cursor over the dot for the month you wish to check.



For any further assistance in using POLAR, please contact your CQI officer  
or email [cqisupport@swsphn.com.au](mailto:cqisupport@swsphn.com.au)