

Appendix C

HCH Activity Codes

The following table details activity codes to be used for Health Care Home tasks performed by members of the care team. It also includes suggestions in relation to an appropriately qualified member of the care team who may be responsible for the task. **The suggested responsible roles are intended only as a guide**; your general practice or ACCHS may also have other care team members whose scope of practice allows them to perform the tasks, such as allied health providers or specialists.

Activity Code ¹	ACTIVITY	In person	Telephone	Video	Digital	Non-Contact	Suggested Responsible Roles ²
H001	Prepare Shared Care Plan	X					GP/PN
H002	Shared Care Plan Review	X		X			GP/PN
H003	Consultation	X	X	X			GP/PN
H004	Prescribing/referral	X	X	X	X	X	GP
H005	Education	X	X	X	X		GP/PN/Rx
H006	Group consultations	X		X			GP/PN
H007	Case conferences	X	X	X		X	GP/PN
H008	Wound care	X	X	X	X	X	GP/PN/EN/MPA/AHW
H009	Medication review	X	X	X			Rx
H010	Intake/history taking	X	X	X			PN/EN/MPA/AHW
H011	Risk stratification					X	GP/PN/EN/MPA/AHW
H012	Registration/enrolment	X					PN/EN/MPA/AHW/A
H013	Care coordination	X	X	X	X	X	PN/EN/MPA/AHW/A for non-clinical
H014	Immunisations	X					PN/Rx
H015	Health coaching	X	X	X			PN/GP/Rx

¹ Activity codes need to include an indicator for the method of task delivery as follows:

F = Face to face; T = Telephone; V = Videoconferencing; E = Email/secure messaging; N = Non-contact; D = Devices/equipment; O = Other

² GP = General Practitioner, PN = practice nurse, registered nurse or nurse practitioner, EN = enrolled nurse, MPA = medical practice assistant, A = Administration Rx = pharmacist, AHW = Aboriginal and Torres Strait Islander health practitioners

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H016	Triage	X	X	X	X		GP/PN
H017	Counselling/therapy	X	X	X			GP/PN
H018	Mental health assessment	X		X			GP/PN
H019	Post-discharge review	X	X	X			GP/PN/Rx
H020	Point of care testing	X					GP/PN/EN/Rx
H021	Results provision	X	X	X	X		GP/PN/EN/MPA/AHW/A/Rx
H022	Home visit	X	X	X			GP/PN/EN/MPA /AHW/Rx
H023	After Hours Consultation	X					GP/After Hours service
H024	Social prescribing	X	X	X	X	X	GP/PN
H025	Event management	X	X	X	X	X	GP/PN/EN/MPA/AHW/A/Rx
H026	Discharge planning	X	X	X	X	X	GP/PN
H027	Portal access	X	X	X	X	X	GP/PN/EN/MPA/AHW/A/Rx
H028	Medical equipment	X	X	X	X	X	GP/PN/EN/MPA/AHW/A/Rx
H029	Digital monitoring devices	X	X	X	X	X	GP/PN/EN/MPA/AHW/A/Rx
H030	Clinical Governance	X	X	X	X	X	GP/PN/EN/MPA/AHW/A/Rx
H031	Incident reporting	X	X	X	X	X	GP/PN/EN/MPA/AHW/A/Rx
H032	Near miss reporting	X	X	X	X	X	GP/PN/EN/MPA/AHW/A/Rx
H033	Register management	X	X	X	X	X	GP/PN/EN/MPA/AHW/A/Rx
H034	Project management	X	X	X	X	X	GP/PN/EN/MPA/AHW/A/Rx
H035	Huddles	X	X	X	X	X	GP/PN/EN/MPA/AHW/A/Rx
H036	HCH Meetings	X	X	X	X	X	GP/PN/EN/MPA/AHW/A/Rx
H037	HCH Training	X	X	X	X	X	GP/PN/EN/MPA/AHW/A/Rx
H038	Audits	X	X	X	X	X	GP/PN/EN/MPA/AHW/A/Rx
H039	Data management	X	X	X	X	X	GP/PN/EN/MPA/AHW/A/Rx
H040	End of Life Planning	X					GP
H041	Other	X	X	X	X	X	

For Example: Prefix (H) \ Provider (PN) \ Mode (T) \ Activity no (13) e.g. **HPNT013**

Please see Appendix D for how codes are created and applied in your specific practice management software.