

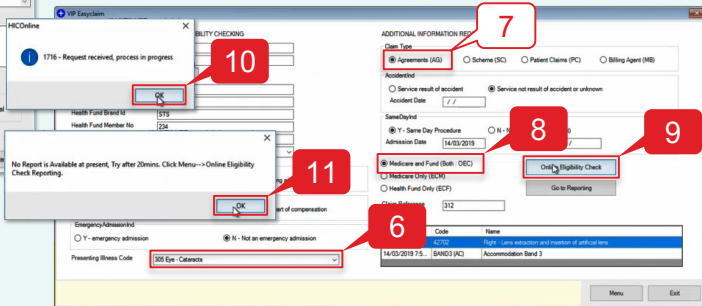
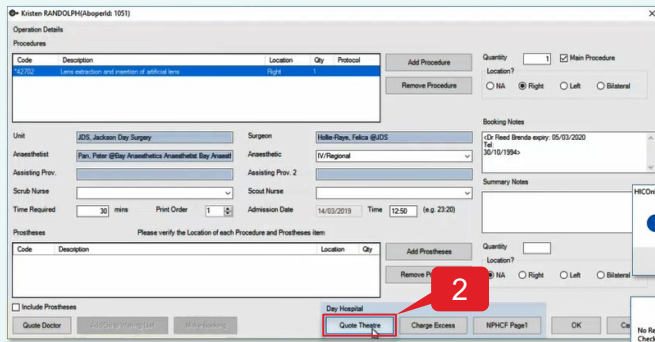
# Online eligibility checking (OEC) for day surgery



## Send an online eligibility check (OEC)

To send an OEC request on a quote for surgery from the *Appointment Book*:

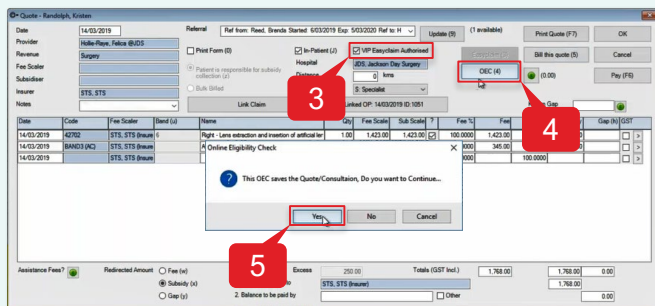
1. **Right-click** the patient you want to check and select *Booking>Edit Operation* from the context menu, or **press 'CTRL + D'**.



Send OEC


2. Click 'Quote Theatre'.
3. Tick 'VIP Easyclaim Authorised' checkbox.
4. Click 'OEC (4)'.
5. Click 'Yes'.

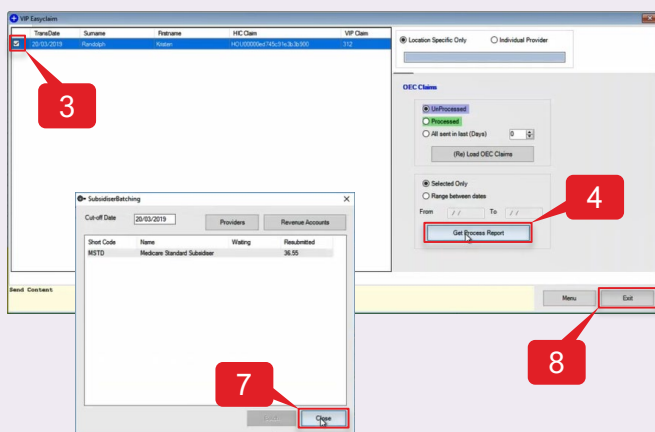
6. Select the 'Presenting Illness Code' (e.g., 205 Eye - Cataracts).
7. Check the correct 'Claim Type' radio button is selected (e.g., Agreements (AG)).
8. Click 'Medicare and Fund (Both : OEC)' radio button.
9. Click 'Online Eligibility Check'.
10. Click 'OK'.
11. Click 'OK'.



## Check an OEC report for patient eligibility

To check an OEC report for patient eligibility from the *Appointment Book*:

1. Click  icon from the task bar.
2. Click '8. Online Eligibility Check Reporting'.
3. Tick the 'VIP Claim' check box to be reported (e.g., 312).
4. Click 'Get Process Report'.
5. Click 'Print' icon to print a copy of the *Online Eligibility Check (OEC) Report (optional)*.
6. Click 'Close' to close the Report.
7. Click 'Close'.
8. Click 'Exit'.



Check OEC Report

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