



The Royal
Children's
Hospital
Melbourne

Post Intervention Therapy (PIT) Funding for Cerebral Palsy Orthopaedic Surgery

Information for Service Providers

Developed by Physiotherapy Department and the Complex Care Hub

What is PIT Funding?

Post Intervention Therapy (PIT) funding is a brokerage fund available to provide additional physiotherapy services for children/adolescents with cerebral palsy (CP) following orthopaedic surgery. PIT funding allows physiotherapists (usually their regular community physiotherapist) to work more closely with the child to assist in achieving the goals of the surgery in the post-acute period. The goals should be decided in collaboration with the surgeon, physiotherapist, the family and the child. PIT should *not* be used for ongoing management and monitoring, only for direct physiotherapy related to orthopaedic surgical intervention.

The PIT funding scheme is administered by the Complex Care Hub at the Royal Children's Hospital, but day to day liaison with community physiotherapists is via the PIT coordinator in the Physiotherapy Department of RCH.

The current PIT coordinator is:

Annette O'Donnell

Senior Physiotherapist for Cerebral Palsy Orthopaedic Surgery

Physiotherapy Department, Royal Children's Hospital

Phone: 03 9345 9300

Email: Annette.O'Donnell@rch.org.au

Who can receive PIT funding?

PIT funding is available to children/adolescents who:

- are patients of a public hospital in Victoria, discharged in the past 30 days
- are aged 0-18 years and are residents of Victoria
- have a diagnosis of Cerebral Palsy (or a CP-like condition)
- have had orthopaedic surgery (soft tissue or bony).
- require additional physiotherapy services to assist achieve the agreed upon goals of the surgical intervention.

Post-acute physiotherapy services for children following Botulinum Toxin A intramuscular injection (Botox®), Intrathecal Baclofen pump (ITB) and Selective Dorsal Rhizotomy (SDR) are managed by the Victorian Paediatric Rehabilitation Service (VPRS).

How much funding is provided?

Funding is allocated based on a number of factors including (but not limited to):

- the surgery performed
- the child's age
- the child's functional abilities
- goals of the surgery

As all children are different the amount of funding can be variable.

PIT is funded at a rate of \$150 per hour. PIT is funding for direct patient contact. PIT does not pay for physiotherapists to travel for sessions.

Individual physiotherapists will have their own fee structure and length of sessions that they will provide (that is more or less than one hour).

It is up to the family and the physiotherapist to agree upon how the funding will be used. For

example, if the physiotherapist charges \$160 per hour, the family may agree to pay a \$10 gap for each session, alternatively the physiotherapist may provide a fewer number of sessions until the total amount of funding is exhausted.

Children who have had multi-level surgery (MLS)¹, either staged or in a single event (SEMLS)², can be eligible for PIT funding for physiotherapy for up to one year following their surgery. Children who have had other orthopaedic surgery that does not qualify as multi-level surgery (e.g. single level procedures such as a calf lengthening) can be eligible for funding for up to 6 months.

Funding is allocated on a 3-monthly basis, with further extensions available upon an application process that includes a progress report and identification of appropriate ongoing goals.

Can a child with NDIS funded physiotherapy still get PIT?

Yes, a child with an NDIS package (or any other government funded physiotherapy e.g. Better Start) can still be eligible to receive PIT funded physiotherapy provided all other eligibility criteria are met.

PIT is designed to provide time and goal limited funded physiotherapy in the post-acute period, where goals relate directly to the surgical intervention. It should not interfere or replace other government funded schemes that might target community participation goals (e.g. NDIS) or access to education (e.g. DET).

How is PIT funding organised?

The family can choose which physiotherapist they would like to provide physiotherapy in the post-acute period. Most families will choose to use their regular community physiotherapist. If the child does not have a regular physiotherapist, the hospital physiotherapist or the PIT coordinator can assist them find an appropriate physiotherapist.

Following orthopaedic surgical intervention in a Victorian public hospital, the physiotherapist at the hospital will send the child's physiotherapist (henceforth referred to as the "service provider") a discharge summary. This will include the procedures performed, post-operative instructions, current function and ongoing goals.

The service provider will need to complete the **PIT Application Form** for funding following orthopaedic surgery and send it to:

Annette O'Donnell

PIT Coordinator

Physiotherapy Department, Royal Children's Hospital

50 Flemington Road, Parkville, 3054

Phone: 03 9345 9300 Fax: 03 9345 5034

It is important that *all* information is completed on the form.

The PIT coordinator will review the application and approve an amount of funds for the first 3 months. The service provider will be sent a **Work Order** and **Request for Confirmation of Bank Account Details Form** which they must read and sign and return to Complex Care Hub

¹ Multi-level surgery refers to orthopaedic procedures being performed at more than one anatomical level e.g. foot/ankle, knee/hip. Surgeries may take place over more than one operation spaced by weeks to months.

² Single-event multi-level surgery refers to multiple orthopaedic procedures at different anatomical levels taking place within a single operation.

RCH, after which services can commence (see flow chart, page 6). The service provider and family can arrange physiotherapy sessions at times and locations suitable to their individual circumstances.

Questions about Work Orders or Bank Account Forms should be directed to:

Andrew Gusman

Business Manager

Ambulatory Services

Phone: 0466 479 933

How many hours should the service provider apply for?

It may be difficult to know how many hours of physiotherapy may be required, as each child's circumstances are different. It is helpful to provide as much information as possible and an approximate number of physiotherapy hours required. This helps the coordinator to make an accurate assessment of the PIT funding required.

If the service provider is unsure they should contact the PIT coordinator to discuss this.

What documentation is required to be kept by the PIT funded service provider?

The service provider is required to keep documentation of each PIT funded session, copies of which need to be supplied to the PIT coordinator with your invoices. Documentation should include:

- Date and location of each session.
- Billable hours for the session.
- Important assessment findings.
- Summary of intervention provided.
- Any adverse events/concerns, the action(s) taken and outcome.

This documentation can be either in the form of your usual record keeping or a completed **External Provider- Service Record Form**. Documentation is required to provide proof of service so that we can maintain funding for the PIT program to continue and to ensure that the funding is being used for the agreed upon goals of the brokered service. Payment for services cannot proceed unless copies of documentation are supplied.

Are there any insurance or legal requirements of PIT funded service providers?

The service provider needs to be a qualified physiotherapist registered with AHPRA and needs to hold a valid Victorian Working with Children Check.

The service provider must have appropriate professional liability/indemnity insurance and have an ABN (or work for an organisation with an ABN).

How does the service provider get reimbursed?

Invoices and appropriate documentation (as described above) should be sent together to:

Annette O'Donnell

PIT Coordinator

Physiotherapy Department, Royal Children's Hospital

50 Flemington Road, Parkville, 3054

Phone: 03 9345 9300 Fax: 03 9345 5034

You will receive acknowledgement of receipt of your invoices and service records when they have been received by the PIT coordinator. You should expect payment for services within 60 days from this time. Payment will take place via electronic transfer into your nominated bank account.

How can I ensure prompt payment?

To assist with the payment process please ensure you have:

- Completed and supplied the Request for Confirmation of Bank Account Form
- Supplied a copy of bank deposit slip or electronic banking statement
- Signed and returned Work Order
- Provided copies of External Provider – Service Record form and that the dates correspond with the dates on your invoice
- Advised of any changes to banking details or business name

What happens when the work order expires?

If the child has further goals relating to the surgery and the initial allocation of funds has been exhausted the service provider can apply for further funds by completing the **Extension of Funds Application Form**. This should be sent to the PIT coordinator and the process described above will recommence with a new work order.

In some cases, the service provider may not have exhausted all of the previously allocated funds however more time is required to reach the desired goals. In this case an Extension of funds Application Form should still be completed, clearly stating the amount of hours remaining and further time requested. The previously approved hours can then be carried over onto a new work order.

What happens if the initial allocated funds are exhausted before the work order expires?

If there are ongoing goals relating to the surgery the service provider should complete an **Extension of Funds Application Form** and send it to the PIT coordinator. All extension applications will be considered at any time, however, in order to maintain a fair, equitable and sustainable program it must be remembered that the PIT fund is a finite resource and must be used responsibly. Any concerns regarding a child's progress following surgery should be communicated with the PIT coordinator as early as possible so that appropriate action can be taken (for example, this may involve expediting clinical review at the appropriate hospital).

What happens at the completion of services?

At the completion of the PIT funded services, regardless of whether all funding has been used, an **Exit Summary and Plan form** should be completed and sent to the PIT coordinator so that the child can be discharged from the service.

Where can queries be directed to?

Questions regarding eligibility, the application process and funding amounts should be directed to:

Annette O'Donnell

PIT Coordinator

Physiotherapy Department, Royal Children's Hospital

50 Flemington Road, Parkville, 3054

Phone: 03 9345 9300 Fax: 03 9345 5034

Questions regarding service agreements/work orders and invoice payment should be directed to:

Andrew Gusman

Business Manager

Ambulatory Services

Phone: 0466 479 933

Process Flowchart

