

## Eligibility Requirements for Laboratory Referrals

The Ministry of Health, through the DHBs provides funded laboratory tests for patients who meet the eligibility criteria. Those who do not meet the eligibility criteria are required to pay for their tests.

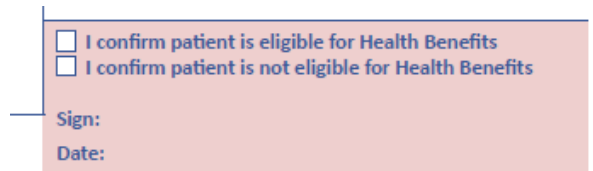
Not all laboratory tests are provided free of charge (even for eligible patients) and not all patients are eligible for funded tests. For more information on funding eligibility go to the Ministry of Health website [www.health.govt.nz/eligibility](http://www.health.govt.nz/eligibility)

### 1. Establishing and Declaring Eligibility on APS request forms

Health providers are responsible for confirming eligibility with the patient by sighting either, a passport, visa or birth certificate and then declaring the status on the request form.

To declare eligibility on the form, add the patient's NHI to the form and

(a) tick **one** of the boxes on the APS pre-printed forms.



I confirm patient is eligible for Health Benefits  
 I confirm patient is not eligible for Health Benefits

Sign:  
Date:

or

(b) print **one** of the following on a computer generated form

1. **"New Zealand"** – patient is a New Zealand Citizen, or Permanent Resident, or Resident Visa
2. **"Eligible Non-NZ"** - patient has a Work Visa for 24 months or more
3. **"Non-NZ"** – patient is not one of the above and is not eligible (visitor, student visa, medical treatment visa).

### 2. Prior Approval & Payment Options for Ineligible Patients

When referring samples to APS on a patient who is not eligible, the cost and payment options must be arranged with APS before sending in samples.

- Call **APS 302 0516**, to find out the total cost of the test;
- Advise the patient of the total cost, including GST;
- Collect payment from the patient or write a New Zealand address, email and contact phone number on the request form.
- If collecting payment from the patient, write 'Charge to Practice' on the request form and APS will invoice the practice for the quoted amount.

Otherwise, if a patient is found to be ineligible after samples arrive at APS, an invoice will be sent to the referring practice for payment, or to pass onto the patient for payment.

We acknowledge that this is a complex issue and we appreciate your co-operation by ensuring that the required information is provided.

Please do not hesitate to contact us, as we are able to support you in establishing eligibility and in following the process: [aps.info@adhb.govt.nz](mailto:aps.info@adhb.govt.nz) or ph. 302 0516