

General Practice 2025 Year Planner

For free practice support, call 1800 2 ASSIST (1800 2 277 478 or 08 6278 7900), email practiceassist@wapha.org.au or visit practiceassist.com.au



<div>Calendar key:</div> <div><div></div>Public holiday</div> <div><div></div>Practice Connect publication date</div> <div><div></div>Integrating Clinician Assist WA into Practice (live demo)</div> <div><div></div></div>		JANUARY							FEBRUARY							MARCH							APRIL							MAY							JUNE																				
		M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S														
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														31																																30											
Practice actions		<div><input type="checkbox"/> End of the PIP/WIP quarter</div> <div><input type="checkbox"/> Action: PIP Q1 (Q2) - ensure data submission by 15 January</div> <div><input type="checkbox"/> Action: eHealth PIP - check SHS uploads for the quarter against your target</div> <div><input type="checkbox"/> Submit WIP hours</div> <div><input type="checkbox"/> GPACI Quarter 3 (Jan to March)</div> <div><input type="checkbox"/></div>							<div><input type="checkbox"/> WIP confirmation</div> <div><input type="checkbox"/> Check WAPHA portal for practice data reports (PCRP)</div> <div><input type="checkbox"/> Consider accreditation actions and review/update plans</div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div>							<div><input type="checkbox"/> Check SHS uploads for ePIP requirements</div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div>							<div><input type="checkbox"/> End of the PIP/WIP quarter</div> <div><input type="checkbox"/> Action: PIP Q1 (Q3) - ensure data submission by 15 April</div> <div><input type="checkbox"/> Action: eHealth PIP - check SHS uploads for the quarter against your target</div> <div><input type="checkbox"/> Submit WIP hours</div> <div><input type="checkbox"/> GPACI Quarter 4 (April to June)</div> <div><input type="checkbox"/></div>							<div><input type="checkbox"/> WIP confirmation</div> <div><input type="checkbox"/> Check WAPHA portal for practice data reports (PCRP)</div> <div><input type="checkbox"/> Consider accreditation actions and review/update plans</div> <div><input type="checkbox"/> AHPRA registration renewal for nurses</div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div>							<div><input type="checkbox"/> Check SHS uploads for ePIP requirements</div> <div><input type="checkbox"/> Update practice details with Practice Assist</div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div>																				
Events and training - visit the Upcoming workshops and webinars Practice Assist webpage		<div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div>							<div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div>							<div><input type="checkbox"/> Register for Integrating Clinician Assist WA into Practice (live demo)</div> <div><input type="checkbox"/></div>							<div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div>							<div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div>							<div><input type="checkbox"/> Register for Integrating Clinician Assist WA into Practice (live demo)</div> <div><input type="checkbox"/></div>																				
Health promotion activities									<div><div>• Ovarian Cancer Awareness Month</div><div>• World Cancer Day</div><div>• Feb Fast</div></div>							<div><div>• Melanoma March</div><div>• Hearing Awareness Week</div><div>• Kidney Health Week</div></div>							<div><div>• World Immunisation Week</div><div>• National Falls Day</div></div>							<div><div>• Heart Week</div><div>• International Nurses Day</div><div>• National Sorry Day</div><div>• Reconciliation Week</div></div>							<div><div>• Bowel Cancer Awareness Month</div><div>• Men’s Health Week</div></div>																				
Notes																																																									

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		M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S		
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		28	29	30	31				25	26	27	28	29	30	31	29	30							27	28	29	30	31																	
Practice actions		<div><input type="checkbox"/> End of the PIP/WIP quarter</div> <div><input type="checkbox"/> Action: PIP QI (Q4) - ensure data submission by 15 July</div> <div><input type="checkbox"/> Action: eHealth PIP - check SHS uploads for the quarter against your target</div> <div><input type="checkbox"/> Submit WIP hours</div> <div><input type="checkbox"/> MBS indexation</div> <div><input type="checkbox"/> Workers' compensation fee indexation</div> <div><input type="checkbox"/> GPACI Quarter 1 (July to Sept)</div>							<div><input type="checkbox"/> WIP confirmation</div> <div><input type="checkbox"/> Check WAPHA portal for practice data reports (PCRP)</div> <div><input type="checkbox"/> Consider accreditation actions and review/update plans</div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div>							<div><input type="checkbox"/> Ensure collection of up-to-date indemnity certificates for GPs, nurses and other relevant health professionals</div> <div><input type="checkbox"/> Check SHS uploads for ePIP requirements</div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div>							<div><input type="checkbox"/> End of the PIP/WIP quarter</div> <div><input type="checkbox"/> Action: PIP QI (Q1) - ensure data submission by 15th October</div> <div><input type="checkbox"/> eHealth PIP - check SHS uploads for the quarter against your target</div> <div><input type="checkbox"/> Submit WIP hours</div> <div><input type="checkbox"/> GPACI Quarter 2 (Oct to Dec)</div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div>							<div><input type="checkbox"/> Consider accreditation actions and review/update plans</div> <div><input type="checkbox"/> Check WAPHA portal for practice data reports (PCRP)</div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div>							<div><input type="checkbox"/> Check SHS uploads for ePIP requirements</div> <div><input type="checkbox"/> Update practice details with Practice Assist</div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div> <div><input type="checkbox"/></div>								
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Health promotion activities		<div><div>• NAIDOC Week</div><div>• National Diabetes Month</div><div>• Dry July</div><div>• World Hepatitis Day</div></div>							<div><div>• National Stroke Week</div><div>• Red Nose Day</div><div>• Daffodil Day</div></div>							<div><div>• Prostate Cancer Awareness Month</div><div>• Gynaecological Cancer Awareness Month</div><div>• R U OK? Day</div><div>• Dementia Week</div></div>							<div><div>• Breast Cancer Awareness Month</div><div>• Mental Health Week</div><div>• International Day of Older Persons</div></div>							<div><div>• Movember</div><div>• Cervical Cancer Awareness Week</div><div>• Antibiotic Awareness Week</div><div>• World Diabetes Day</div></div>							<div><div>• Decembeard</div><div>• International Day of People with Disabilities</div><div>• World AIDS Day</div></div>								
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Considerations	<input type="checkbox"/> All staff meetings <input type="checkbox"/> Clinical meetings <input type="checkbox"/> Admin staff meetings <input type="checkbox"/> Check PCRP newsfeed for Primary Sense news <input type="checkbox"/>	<input type="checkbox"/> Practice insurance renewal <input type="checkbox"/> W/C insurance renewal <input type="checkbox"/> Test and tag equipment <input type="checkbox"/> Medical equipment servicing <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> Software subscriptions <input type="checkbox"/> Other subscriptions <input type="checkbox"/> Poisons permit <input type="checkbox"/> Register/update Provider Connect Australia <input type="checkbox"/>	<input type="checkbox"/> Year of accreditation – consider monthly actions for accreditation <input type="checkbox"/> Policy and procedure review <input type="checkbox"/> Cold chain renewal <input type="checkbox"/> ERPT review	<input type="checkbox"/> Employee performance reviews <input type="checkbox"/> DVA indexation <input type="checkbox"/> MBS indexation <input type="checkbox"/> W/C indexation <input type="checkbox"/>	<input type="checkbox"/> QI activities plan <input type="checkbox"/> QI activities review <input type="checkbox"/> Archiving – consider monthly <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> Social media updates <input type="checkbox"/> Website updates <input type="checkbox"/> Patient surveys <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> Cultural training and compliance, including Aboriginal and Torres Strait Islander culture and LGBTIQ+ <input type="checkbox"/> CPR updates <input type="checkbox"/>
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