

ANNEXURE A

PATIENT CONSULTATIONS

1. Patients registered with the programme are entitled to at least 2 consultations per year for Diabetes Management; however each patient shall have a specific, personalised treatment plan which will in fact indicate the number of GP consultations allowed per annum.
2. The standard 2 GP consultations per annum should be scheduled on a 6 monthly basis – that is, consultations should be 6 months apart. This is to facilitate scheduled laboratory testing and to facilitate 6 monthly renewals of prescriptions, as mandated by law.
3. To fulfil the requirement that patients receive the 2 GP consultations per year, and to ensure that all appropriate services are provided, and that laboratory data is available to doctors, the following servicing schedule shall be applied:

Services provided by the IPAF / CDE administration:

Month	Service	Service detail
Month 1: During 1 st month of each annual cycle – starting when patient joins the programme	Co-ordination of Laboratory testing	<ul style="list-style-type: none"> • Patient will be directed to the laboratory network by IPAF/CDE, immediately upon joining the programme • Tests performed include HbA1c, lipid profile, MAU, creatinine, potassium • Results shall be sent to Doctor by the laboratory network
	Authorisation of diabetes medications	<ul style="list-style-type: none"> • Review and authorisation of diabetes medication prescription
Month 6: During 6 th month of each annual cycle	Co-ordination of Laboratory testing	<ul style="list-style-type: none"> • Patient will be directed to the laboratory network by IPAF/CDE • Test performed: HbA1c • Result shall be sent to Doctor by the laboratory network
	Authorisation of diabetes medications	<ul style="list-style-type: none"> • Review and authorisation of diabetes medication prescription

Services provided by the Doctor:

Month	Service	Service detail
<u>Month 1:</u> During 1 st month of each annual cycle – starting when patient joins the programme	First Consultation	<ul style="list-style-type: none"> • Initial assessment • History taking • Physical examination • Review of laboratory results • Prescription of diabetes medication
	Administration	<ul style="list-style-type: none"> • Completion of data form, and submission to IPAF/CDE administration. This form shall be provided to Doctors.
<u>Month 6 etc:</u> During every 6 th month subsequent to patient joining programme	Subsequent consultation	<ul style="list-style-type: none"> • History taking • Physical examination • Review of laboratory results • Review of patient treatment goals and treatment plan • Review of prescribed / authorised diabetes medication
	Administration	<ul style="list-style-type: none"> • Completion of data form, and submission to IPAF/CDE administration. This form shall be provided to Doctors.

4. The data form shall make provision for:
 - 4.1 Patient clinical data
 - 4.2 Patient prescription and change requests thereto
 - 4.3 Motivations for additional consultations and laboratory tests

5. Subsequent to the Consultations noted in paragraph 2 above, the data form must be sent to the IPA Foundation / CDE administration within 7 days of the consultation.

The data form should be sent to:

CDE case management

Fax: 011 728 6661

Email: DMPdata@cdecentre.co.za

6. The following data is mandatory:
 - 6.1 Patient weight;
 - 6.2 Patient blood pressure (systolic and diastolic readings);
 - 6.3 New co-morbidities that may have arisen;
 - 6.4 Additional clinical findings that have a bearing on the Patient's diabetes health.

7. As outlined in the schedule of services, in paragraph 2, specific laboratory tests required by the IPA Foundation / CDE Diabetes programme shall be organised directly by the IPA Foundation / CDE Laboratory Network and the results forwarded to the patient's doctor. These specific laboratory tests are therefore not to be requested by the Doctor.
 - 7.1 In the event that recent laboratory results are not available to the Doctor prior to an upcoming consultation, the Doctor can request the IPAF / CDE to organise that the patient has the tests done. Tests shall be organised on the basis that only tests on the

approved patient testing schedule shall be allowed, and that the number of tests performed per annum shall not exceed that allowed within the patient testing schedule. The standard data form should be used for this purpose, and requests sent to:

CDE case management

Fax: 011 728 6661

Email: DMPdata@cdecentre.co.za

A lead time of 14 days should be considered.

7.2 The following minimum tests are required per annum:

HbA1c (code 4064) (x2)

Lipid profile (code 4025) (x1)

Micro albumin urine (code 4458) (x1)

Serum creatinine (code 4032) (x1)

Serum potassium (code 4113) (x1)

7.3 Note that “Point of care” testing is not covered by this programme.

8. Additional consultations for diabetes management shall not be claimed, nor shall payment of such claims be made by the IPAF / CDE programme, unless a motivation for such additional consultations has been made, and authorisation is given for such additional services. Such motivations may be made using the standard data form, and sent to:

CDE case management

Fax: 011 728 6661

Email: DMPdata@cdecentre.co.za

8.1 The IPAF / CDE diabetes programme shall provide a definitive response to such motivations for additional services, within 7 days of request.