

## **General Practice Queensland Policy on GP Remuneration (B006)**

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This policy outlines General Practice Queensland's position on payment to GPs undertaking work on behalf of General Practice Queensland. It does not cover Board stipend payments, but Board members are free to refer to this policy to make claims for remuneration for activities that fall outside of the stipend parameters.

All claims for GP remuneration must be consistent with this policy and will be paid only when the work undertaken has been pre-approved by General Practice Queensland. Where attendance at meetings or other activities is funded through existing budgets and clearly stipulated, pre-approval is considered to have been granted. Pre-approval is also assumed for formally appointed General Practice Queensland GP representatives.

### **1. Rates of Pay**


- 1.1. General Practice Queensland will remunerate GPs at the rate set by the General Practice Queensland Board from time to time; the current payment rate is \$120/hour for work undertaken in hours, (GST exclusive) and \$75/hour for work undertaken out of hours, (GST exclusive).
- 1.2. In hours is defined as the hours between 9am and 6pm on weekdays, 9am and 12 midday on Saturdays; all other times are considered to be out of hours.
- 1.3. GPs will be paid a maximum of 8 hours in any one day; this is inclusive of traveling time.
- 1.4. Claims for remuneration may include traveling time where total travel relating to the activity exceeds two hours in total.
- 1.5. Payment for pre reading/preparation for meeting is limited to 1/2hour; payment for writing of report following meeting is limited to 1/2hour.

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| <p>1.6. Where a GP attends a meeting organized by another organisation &amp; receives remuneration which is less than the maximum daily rate claimable of 8 hours (either \$960 or \$600), then General Practice Queensland will reimburse the difference to the GP limited to 1 day only. For example AGDHA pay \$432 to attend a meeting in Canberra (8 In Hours), then General Practice Queensland will pay \$528 (\$960 - \$432) provided General Practice Queensland have approved the payment in advance or asked the GP to attend as a General Practice Queensland representative.</p> |
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### **2. Lodging GP Remuneration Claims**

- 2.1 In the first instance, GP remuneration claims will be reviewed by the Business Manager; in the event of any uncertainty regarding the claim, it will be referred to the finance and audit subcommittee for consideration.
- 2.2 GP remuneration claims must be lodged within three months of the work being undertaken (and within 2 weeks of the end of the financial year.) Claims lodged outside this time may not be met.

- 2.3 All claims must be submitted in the form of a tax invoice complying with the requirements of the ATO; General Practice Queensland will provide a form for use if desired; all GPs submitting an invoice must quote an ABN number; if an ABN number is not supplied, General Practice Queensland will withhold 48.5% of the payment as required by the ATO.
- 2.4 In the event of a dispute regarding a GP remuneration claim, the matter will be referred to the General Practice Queensland Board whose decision will be final and binding.

<b>Version number</b>	5	<b>Changes Last Made:</b>	March 2009
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