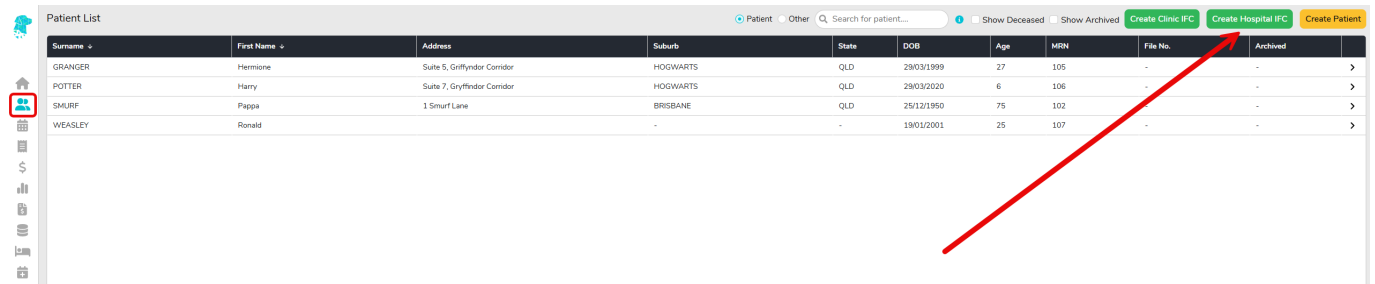


Creating a Hospital Quote (IFC)

FYDO allows you to produce an Informed Financial Consent (IFC) for a patient that is not entered into your database.

This feature is particularly helpful in enabling the facility to provide patients with quotes prior to them scheduling their appointment.

To create a hospital quote for a new patient that does not already have an appointment booked in FYDO, navigate to the **Patient List** screen, selecting **Create Hospital IFC**



The screenshot shows the 'Patient List' interface. At the top, there are tabs for 'Patient' and 'Other', a search bar, and buttons for 'Show Deceased', 'Show Archived', 'Create Clinic IFC', 'Create Hospital IFC', and 'Create Patient'. The 'Create Hospital IFC' button is highlighted with a red arrow. Below the navigation is a table with the following data:

Surname	First Name	Address	Suburb	State	DOB	Age	MRN	File No.	Archived
GRANGER	Hermione	Suite 5, Gryffindor Corridor	HOGWARTS	QLD	29/03/1999	27	105	-	-
POTTER	Harry	Suite 7, Gryffindor Corridor	HOGWARTS	QLD	29/03/2020	6	106	-	-
SMURF	Pappa	1 Smurf Lane	BRISBANE	QLD	25/12/1950	75	102	-	-
WEASLEY	Ronald	-	-	-	19/01/2001	25	107	-	-

Here, you will need to input the patient and procedure details:

1. Title
2. First Name
3. Surname
4. Date of birth
5. Select the patients funding source
6. Confirm the correct hospital location
7. Doctor/ surgeon
8. Date of admission and discharge
9. Length of time the procedure will be
10. The type of anesthetic to be used
11. Enter all required MBS item numbers/ items
12. Enter all required prosthetics, consumables or other services
13. Create IFC

Patient / Informed Financial Consent - Hospital

Patient and Episode Details

1 Title Miss 2 First Name Hermoine 3 Surname Granger

4 DOB 01/04/2000 Sex F-Female Address Line 1 Address Line 2

Medicare No. Ref Suburb State Postcode

Mobile Home 5 Fund UI - Un-Insured Accounts Membership

Work Status Full Fee Date Joined Excess 0.00 Co-payment 0.00 Uninsured Amt 0.00 Default Benefit 0.00

Fund Table Verification #

6 Location Alinas Private Hospital 7 Doctor/Surgeon MOUSE, Mickey 8 Anaesthetist

Adm Date 02/04/2026 9 Theatre Mins 30 10 Anaesthetic IV/Sedation

Accom Room Type Bill Type Procedure

Bursary Bursary Fund Bursary Level 0

MBS/Items 11

Item	Description	Band	Action
42702	Lens extraction and insertion of intraocular lens, excluding surgery performed for the correction of refractive ...	6	

Re-order Item Numbers

Other Services 12

Item	Description	Qty	Action
AL005	DUOVISC VISCOELASTIC SYSTEM	1	
CZ043	COMBIVISC	1	

13 Create IFC Cancel

Now you have created the IFC, check the patient details and items are correct.

The charges will be populated from the contract fees entered to FYDO for the funding source chosen for this quote.

If you need to add a discount to the hospital fee, you can do this here by entering a % or **amount** you would like to discount the total fee by.

You can also add a message to the quote by selecting the **IFC Message** dropdown to select a preset message, or you can create your own by choosing **Custom Message**.

If there is any information you would like to amend, select **Edit IFC**.

Once all the information is confirmed as correct, ensure you have the correct **Template** selected and **Save & Print**

Patient / Informed Financial Consent - Hospital

Name GRANGER, Hermoine DOB 01/04/2000 Location Alinas Private Hospital Doctor MOUSE, Mickey

Fund UI - Un-Insured Accounts Status Full Fee Dates 02/04/2026 - 02/04/2026 Default Benefit 0.00

Excess 0.00 Co-payment 0.00

Item	Description	Charges inc GST	GST	Rebate	Bursary
ACCOM	SameDay Accommodation Fee Band : 3	300.00	27.27	0.00	0.00
42702	Lens extraction and insertion of intraocular lens, excluding surgery performed for the correction of refractive error except for anisometropia greater than 3 dioptres following the removal of cataract in the first eye (Anaes.)	3,500.00	318.18	0.00	0.00
AL005	DUOVISC VISCOELASTIC SYSTEM	89.00	0.00	0.00	0.00
CZ043	COMBIVISC	89.00	0.00	0.00	0.00

Apply Discount Percentage 0.00 % Amount 0.00

Sub-Total 3,978.00 345.45 0.00 0.00

Total 3,978.00 345.45 0.00 0.00

Excess + Co-pay + Default Benefit 0.00 + Patient Gap 3,978.00 - Bursary 0.00 = Total out of Pocket 3,978.00

IFC Message Send IFC to Patient Portal Overwrite existing IFC

Copies 1 Template IFC-Hospital-Uninsured

Cancel Edit IFC Save Save & Print

Your quote will then download ready for you to provide to the patient.

Alinas Private Hospital

PHONE
FAX
ABN
PROVIDER NUMBER

**IMPORTANT INFORMATION ABOUT YOUR UPCOMING ADMISSION
PLEASE READ CAREFULLY**

Patient Name	Granger, Hermoine	Date of Surgery	02/04/2026
Date of Birth	01/04/2000		
Health Fund	Un-Insured Accounts -		
Surgeon	MOUSE, Mickey		

DETAILS OF PROPOSED SURGERY AND ESTIMATED COSTS

ITEM	DESCRIPTION	CHARGE	REBATE	OUT OF POCKET
ACCOM	SameDay Accommodation Fee Band : 3	\$300.00	\$0.00	
42702	Lens extraction and insertion of intraocular lens, excluding surgery performed for the correction of refractive error except for anisometropia greater than 3 dioptres following the removal of cataract in the first eye (Anaes.)	\$3,500.00	\$0.00	
AL005	DUOVISC VISCOELASTIC SYSTEM	\$89.00	\$0.00	
CZ043	COMBIVISC	\$89.00	\$0.00	
TOTAL		\$3,978.00	\$0.00	\$3,978.00

If you need to create a quote for a patient who has a medical record in FYDO but does not have an appointment booked yet, you can do this from the **Patient Details** screen by selecting the three dots on the top right-hand side of the screen, then selecting **IFC Hospital**.

The screenshot shows the 'Patient Details' screen for Harry Potter (Patient ID 106). The patient's details include: Title Master, First Name Harry, Last Name POTTER, Date of Birth 29/03/2020, Sex Male, Address Suite 7, Gryffindor Corridor, HOGWARTS, QLD, 4000. The Medicare/DVA section shows Medicare Number, Ref, Expiry, Eligibility, and Veterans No. The Entitlement Cards section shows Card Type, Card Number, and Expiry. The Health Fund section shows Fund Name BUP - BUPA Australia, Membership No. 456789, UPI, and Insurance Status. The Online Patient Verification (OPV) section shows Type Health Fund, As at 02/04/2026, and OPV Check. The Health Identifier section shows Health Identifier Number, MHR consent, IHI Check, Record Status, and Last Verified. The Other Contacts section shows Relationship Carer, Title Mrs, First Name Minerva, Last Name McGonagall, Address Teacher Tower, HOGWARTS, QLD, 4000. A red arrow points to the 'More' menu icon (three dots) in the top right corner of the Patient Details section, which is used to select the hospital location.

This will prepopulate the patients personal and fund details requiring you to only input the planned procedure details:

1. Confirm the correct hospital location
2. Doctor/ surgeon
3. Date of admission and discharge

4. Length of time the procedure will be
5. The type of anesthetic to be used
6. Enter all required MBS item numbers/ items
7. Enter all required prosthetics, consumables or other services
8. Create IFC

Patient / Informed Financial Consent - Hospital

Patient and Episode Details

Title Master First Name Harry Surname POTTER
 DOB 29/03/2020 Sex M-Male Address Line 1 Suite 7, Gryffindor Corridor Address Line 2
 Medicare No. Ref HOGWARTS Suburb State QLD Postcode 4000
 Mobile 0422-222-222 Home Fund BUP - BUPA Australia Membership 456789
 Work

Status Full Fee Date Joined Excess 0.00 Co-payment 0.00 Uninsured Amt 0.00 Default Benefit 0.00
 Fund Table Verification #

1 Location Alinas Private Hospital 2 Doctor/Surgeon Anaesthetist
 Adm Date 02/04/2026 3 Dis Date 02/04/2026 4 Theatre Mins 60 5 Anaesthetic General
 Accom Room Type Bill Type Default Procedure
 Bursary Bursary Fund Bursary Level 0

MBS/Items 6 Re-order Item Numbers

Item	Description	Band	Action

Other Services 7

Item	Description	Qty	Action
		0	

8 Create IFC Cancel

Once you have confirmed the details are correct, select **Save** to save this directly to the patients **Documents** tab, or **Save & Print** to save directly to the patients **Document** tab as well as make it available immediately to view and print.