

Informed Financial Consent - IFC (Hospital)

To provide patients' with information they can understand regarding the costs involved with their admission/episode

1. Before an IFC is generated it is advised to run an Online Eligibility Check (OEC) to obtain the out-of-pocket expense for the patient (*see [“OEC - Online Eligibility Check” instructions](#)*)
2. Once the out-of-pocket cost is known, the IFC can be generated from the **Appointments Screen**
3. Search for the required patient or
4. Navigate to the admission date, theatre & time to locate
5. Right click to expand the options & select **IFC**

The screenshot displays the 'Appointments' screen in a hospital management system. The interface includes a top navigation bar with tabs for 'ADMISSIONS', 'DAY PROGRAM', 'THEATRE 1', 'THEATRE 2', and 'THEATRE 3'. A search bar and a date filter (Friday, 29 Aug 2025) are also present. The main table lists appointments with columns for Time, Name, MRN, Procedure, Surgeon, Notes, Sts, C, B, HF, and OOP. A right-click context menu is open over the appointment for PEEP, Bo at 08:30, showing various actions. The 'IFC' option is highlighted with a red circle and the number 5.

Time	Name	MRN	Procedure	Surgeon	Notes	Sts	C	B	HF	OOP
06:00				EYES, Bright						
06:30				EYES, Bright						
07:00	AURELIUS, Marcus	194	Left Cat & IOL	EYES, Bright		B			BUP	
07:30	DSILVA, Lightning	165	Right Cat & IOL	EYES, Bright		B			BUP	
08:00				EYES, Bright						
08:30	PEEP, Bo	129	Left Cat & IOL	EYES, Bright		B			MPL	200.00
09:00	SHEEP, Bo	185	Left Cat & IOL	EYES, Bright		B			AHM	200.00
09:30				EYES, Bright						
10:00				EYES, Bright						
10:30				EYES, Bright						
11:00				EYES, Bright						
11:30				EYES, Bright						
12:00				EYES, Bright						
12:30				EYES, Bright						
13:00				EYES, Bright						
13:30				EYES, Bright						
14:00				EYES, Bright						
14:30				EYES, Bright						
15:00				EYES, Bright						
15:30				EYES, Bright						

6. Patient & admission details will be pre-populated into the IFC screen
7. If Item numbers were entered at the time of booking, they will be pre-populated into the IFC screen. Otherwise add them under the **MBS/Items** heading
8. Leaving the **Bill Type** set to **Default** will allow FYDO to decide how the fees need to be raised, in accordance with the health fund contracts entered into the system
9. Click **Create IFC** to see the charges raised for each item

Appointments / Informed Financial Consent - Hospital

Patient and Episode Details 6

Title	Mr	First Name	Marcus	Surname	AURELIUS
DOB	08/12/1954	Sex	M-Male	Address Line 1	123 Roman Road
Medicare No.		Ref		Address Line 2	
Mobile	0400-000-000	Suburb	ROME	State	QLD
Work		Fund	BLUP - BUPA Australia	Postcode	4343
Status	Full Fee	Membership	12345678		
Fund Table		Excess	500.00	Co-payment	0.00
Verification #		Uninsured Amt	0.00	Default Benefit	0.00

Location: Shaes Private Hospital | Doctor/Surgeon: EYES, Bright | Theatre Mins: 30 | Anaesthetist: SLEEP, Great | Anaesthetic: IV/Sedation | Procedure: Left Cat & IOL

Adm Date: 29/08/2025 | Dis Date: 29/08/2025 | Room Type: Private | Bill Type: Default | Bursary: ☐ | Bursary Fund: | Bursary Level: 0

MBS/Items 7

Item	Description	Band	Action
42702	Lens extraction and insertion of intraocular lens, excluding surgery performed for the correction of refractive ...	6	✖
42740	Intravitreal injection of Therapeutic Substances, or the removal of vitreous humour for diagnostic purposes, 1 ...	3	✖

Other Services

Item	Description	Qty	Action
AL025	AcrySof Multipiece Models MN60MA, MN60AC	1	✖
AL005	DUOVISC VISCOELASTIC SYSTEM	1	✖
VU001	Jetring	1	✖

Create IFC 9 Cancel

- Contracted fees will be displayed
- Patient out of pocket will be displayed
- IFC Message** gives the ability to add a customised message. Use the dropdown to select **Custom Message** & type the message in the field below
- The **Template** field allows you to choose from the available IFC templates in your FYDO database.
FYDO enables hospitals to set a default IFC template for both **insured** and **uninsured** admissions. AS a result, the **Template** dropdown will display options based on the patient's health fund.
 - If the **patient has a health fund**, the Template dropdown will show the **insured templates** available in FYDO.
 - If the **patient is uninsured** - or if their health fund is categorised as **uninsured** in the FYDO database - the Template dropdown will display the **uninsured templates** added to FYDO.
- Edit IFC** allows you to return to the previous screen to make any changes require to the item numbers etc.
- Save** will generate the IFC & save a copy in the patient **Documents**
- Save & Print** will generate the IFC & make it immediately available to view & print. This option will also save a copy in the patients' Documents

Appointments / Informed Financial Consent - Hospital

Name: AURELIUS, Marcus	DOB: 08/12/1954	Location: Shaes Private Hospital	Doctor: EYES, Bright
Fund: BUP - BUPA Australia	Status: Full Fee	Dates: 29/08/2025 - 29/08/2025	Default Benefit: 0.00
Excess: 500.00	Co-payment: 0.00		

Item	Description	Charges inc GST	GST	Rebate	Bursary
ACCOM	SameDay Accommodation Fee Band : 3	600.00	0.00	600.00	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.)	600.00	0.00	600.00	0.00 +
42740	Intravitreal injection of Therapeutic Substances, or the removal of vitreous humour for diagnostic purposes, 1 or more of, as a procedure associated with other intraocular surgery. (Anaes.)	0.00	0.00	0.00	0.00 +
AL025	AcrySof Multipiece Models MN60MA, MN60AC	232.00	0.00	232.00	0.00 +
AL005	DUOVISC VISCOELASTIC SYSTEM	66.00	0.00	66.00	0.00 +
VU001	Jetring	152.00	0.00	152.00	0.00 +

Apply Discount Percentage	0.00 %	Amount	0.00	Sub-Total	1,650.00	0.00	1,650.00	0.00
				Total	1,650.00	0.00	1,650.00	0.00

Excess + Co-pay + Default Benefit: 500.00 + Patient Gap: 0.00 - Bursary: 0.00 = **Total out of Pocket: 500.00** 11

IFC Message 12 Send IFC to Patient Portal Overwrite existing IFC Copies: 1 Template: IFC - New 13 Cancel 14 Edit IFC 15 Save 16 Save & Print