

**Ministry of Health Planning
Primary Health Care
Practitioner Registration Form**

Instruction Sheet

The following are instructions for completing the Primary Health Care Practitioner Registration Form.

A Practitioner Registration Form must be completed for each non-physician practitioner who will be attending patients at your Primary Health Care site. A separate form must be completed for physicians.

There are four sections to the form:

1. MSP Use Only:
Ministry staff will fill this out.
2. Site Contact Information:
Fill in site payee #, name, site address, telephone number and an email address.
3. Practitioner Information:
Fill in name, title / practitioner type, start date, end date and practitioner category.

See Page 2 to 5 for details on practitioner types. The form template is attached.

Once completed, please mail or fax the form(s) to:

Client Representative
MSP, Claims
Provider Programs
Box 9480 Victoria, BC V8W 9P6
Fax: 250-952-3101

When the Ministry has registered the new practitioner, you will receive notification by email or telephone.

If there are any questions or problems related to this form, please contact:
MSP at 1-800-663-7206:

Primary Health Care Project

Practitioner Number Ranges and Specialty Code Assignment

(Last Update: October 2000)

SPECIALTY				
Abbrev	Practitioner Type	Specialty Code	Practitioner Number Range	Billing Group
C	Counselor	83	83500 – 83999	Encounter
ED	Educator	84	84500 – 84999	Encounter
GP	General Practitioner	00		FFS and Encounter
HS	Home Support	89	89500 – 89699	Encounter
LPN	Licensed Practical Nurse	85	85000 – 85499	Encounter
M	Midwife*	80	89000 – 89499	FFS
MOA	Medical Office Assistant	86	86000 – 86199	Encounter
NP	Nurse Practitioner	87	86500 – 86699	Encounter
ND	Nutritionist/Dietitian	82	84000 – 84499	Encounter
RN	Registered Nurse	81	83000 – 83499	Encounter
RT	Respiratory Therapist	88	85500 – 85699	Encounter
Pharm	Pharmacist	91	89700 - 89899	Encounter

- Currently no PHCOs have midwives. Number range is noted to ensure no overlap with practitioner groupings developed for this project.

Practitioner Type Descriptions

- Counselor (C)** An individual filling the role of counselor at a primary care site. This individual could specialize in a particular counseling area (e.g. Social Work, Alcohol and Drug Counseling, Diabetes Care, Mental Health Counseling), and may have other professional designations (e.g. RN). This category was established to identify the individual's ROLE and FUNCTION as a member of the primary care practice team, not their professional designation.
- Educator (ED)** An individual filling the role of educator at a primary care site. This individual could specialize in a particular education area (e.g. Diabetic Education Programs, Public Health Nursing (e.g. well-baby clinics, prenatal programs). The individual may also have other professional designations (e.g. RN). This category was established to identify the individual's ROLE and FUNCTION as a member of the primary care practice team, not their professional designation.
- General Practitioner (GP)** A GP licensed to practice in the Province of BC (as per BCMA, College of Physicians and Surgeons, and MSP practice guidelines), and as defined by the MEDICAL PRACTITIONERS ACT [RSBC 1996] CHAPTER 285.). The individual may also have other professional designations (e.g. RN).
- Home Support (HS)** An individual filling the role of home support worker/care provider at a primary care site. The individual may also have other professional designations (e.g. RN). This category was established to identify the individual's ROLE and FUNCTION as a member of the primary care practice team, not their professional designation.
- Licensed Practical Nurse (LPN)** An individual registered with the College of Licensed Practical Nurses of BC. They provide nursing care for patients under the direction of physicians, nurses, and other health team members. In other provinces this occupational group may be referred to as licensed nursing assistants, registered nursing assistants, certified nursing assistants, or registered practical nurses. LPNs assist registered nurses and psychiatric nurses in assessing, planning, implementing, and evaluating nursing care. Although they work under the direction of physicians and nurses, they also make nursing judgements, provide required care for assigned patients, and are responsible for their own nursing actions.

Midwife (M)	An individual certified by the College of Midwives of BC. The individual may also have other PROFESSIONAL DESIGNATIONS (e.g. RN).
Medical Office Assistant (MOA)	A general category used to represent Medical Office Assistants (as designated by their certificate of completion from a recognized MOA program), as well as staff in MOA-related ROLES and FUNCTIONS within the primary care practice. The practitioner identification numbers within this specialty group may be used to identify individuals or the group of individuals in this ROLE and FUNCTION at the primary care site.
Nurse Practitioner (NP)	<p>Nurse Practitioners are not a recognized professional designation in BC. They are, however, RNs (registered with the Registered Nurses Association of British Columbia, as per Section 14 or 17 of the Registered Nurses Act [NURSES (REGISTERED) ACT CHAPTER 363]), with additional training that may be formally recognized in other jurisdictions. For example, Ontario's Nurse Practitioner Association defines the role of the nurse practitioner (or RN, Extended Class), as having the authority to act in the capacity of RN, as well as the authority to perform three additional controlled acts: communicating a diagnosis of a disease or disorder, ordering diagnostic ultrasound, and prescribing a limited range of drugs. In Ontario, RN (EC)s are also authorized to order specific X-rays and laboratory tests.</p> <p>In BC, for the purposes of the PCDP, designation as a member of this specialty does not recognize the professional status of NP, but identifies the individual as an RN. Roles and functions of NPs in primary care practice sites are determined on the basis of the published guidelines for acceptable delegated procedures.</p>
Nutritionist/Dietitian (ND)	An individual registered with the British Columbia Dietitians' and Nutritionists' Association (BCDNA), and holding a diploma or degree from a recognized nutritionist's or dietitian's education/training program.
Pharmacist (PHARM)	An individual registered with the College of Pharmacists of BC, as per Section 15 or 16 of the Pharmacy Act [PHARMACISTS, PHARMACY OPERATIONS AND DRUG SCHEDULING ACT [RSBC 1996] CHAPTER 363].

Registered Nurse (RN)

An individual registered with the Registered Nurses Association of British Columbia, as per Section 14 or 17 of the Registered Nurses Act [NURSES (REGISTERED) ACT CHAPTER 363]. This group includes registered nurses (RNs), registered psychiatric nurses (RPNs) and licensed graduate nurses (LGNs). Nurses provide direct nursing care, using professional knowledge and skills, to consumers of health care. They provide overall management of patient care by working with other care providers, deliver health education and education for prospective health care workers, and do research.

“Primary Care Nurse”, “Study Nurse”, etc. are examples of job titles applied within the primary care site, to differentiate specific functions and duties within the specialty of Registered Nurse. For MSP’s purposes, the specialty of RN is assigned to the professional designation category as a whole, not to the specific sub-functions within the category. For example, as compared to a role or function specialty such as “Counselor” or “Educator”, RN always specifies a professional designation, and the individual always acts in the role of (clinical) nurse. Although an individual classified as a Counselor or Educator may also be an RN, their principle role within the practice is as the Counselor or Educator, and does not (always) require the application of their nursing expertise, therefore their specialty is identified by the role and function specialty, rather than strictly by their professional designation.

Respiratory Therapist (RT)

An individual registered with the BC Society of Respiratory Therapists and holding a diploma or degree from a recognized respiratory therapy program. RTs are paramedical personnel who perform therapeutic procedures for patients under the direction and supervision of physicians, and use ventilators and other equipment to treat patients with heart or lung problems.