
Frequently asked questions (GST Change)

Below is a list of questions and answers that will assist you with the 1st October GST changes in Medtech32.

1. Which are the Medtech Updates that include the 1st October GST increase

- **Version 19.2 Build 2975**
This update contains the main GST changes for Medtech32
- **Version 19.3 Build 2982**
This update contains the Subsidy GST Increase and resolution of small issues
- **1st October Subsidy Adjustment for GST Increase**
This update contains the Subsidy GST Increase

2. Which update do I run for the Subsidy Adjustment for GST

- If you are on Version 19.2 run the Version 19.3 Build 2975 update
- If you are on any Version below 19.2 and above Version 10 – run the 1st October Subsidy Adjustment for GST Increase

3. I am on Version 19.2 and have run the 1st October Subsidy increase rather than the 19.3 update – what should I do?

At some point go back and run the Version 19.3 update. This can be done next week. The most important change for 1st October has been made with the subsidy increase.

4. My Medtech32 Version is pre Version 19 what should I do?

For today the 1st October run the 1st October Subsidy Adjustment for GST Increase. Please also ensure that you schedule in as soon as possible the upgrade to Version 19 and later versions as there are a number of GST increase changes in Version 19.2 that you will require.

5. Why haven't the updates automatically increased and rounded my fees.

This has been left as a manual process for practices to determine following feedback from practices who advised they would not be automatically increasing all fees.

6. What are the most important items in Medtech32 I should attend to on the 1st October

- Ensure you have updated your subsidies as per 1 and 2 above
- Ensure you have updated your fees as applicable
- Ensure your GMS adjustments are correct.
- Ensure you finalise ALL outstanding claims up to and including the 30th September 2010.

7. How do I make changes to the GMS adjustments

There is a GMS adjustment utility available on the Medtech website. Please note you will need Microsoft excel to use this tool

8. I have changed my fees and calculated my GMS adjustment prior to the 30th September, however they are now showing as incorrect

If you have already made changes to the GMS adjustments these will need to be redone **after** running the GST Subsidy increase.

9. I have run the subsidy update, but there don't appear to have been any changes, what should I do?

- Log out of Medtech32 and go back in
- Go to Setup Accounting Subsidy – is the effective date 1 Oct 2010
- Put a test patient on the palette and do an invoice
- Ensure you have done your GMS adjustment changes after running the Subsidy increase

10. How do I update my “service codes” amounts with the new 15% GST rate?

Medtech has provided a utility tool in Version 19.2 to assist you with this requirement.

11. Where do I find the utility to run for the new GST requirements?

You must be on Version 19.2 or higher

In Medtech32 go to the main menu and select Utilities>Accounting>Service update

12. What will happen if I run the service update utility more than once?

The utility can be run more than once, however only the services not updated previously will be displayed as selected for updating and the rest will remain unchecked.

13. How can I change the new service fee against the proposed service fee?

- a. Select the item you wish to change manually by clicking on the tickbox in the update column.
- b. Then double click on the “New Service fee” cell, and the amount will move to the left of the cell.
- c. Manually input the amount you wish to change it to. Click on the apply button.
- d. A prompt will ask if you want to apply the new GST rate to the selected service?. Click “OK” button.
- e. Note at bottom of service update it will state “Service Update Completed”.
- f. Close the Service update tool by clicking on the “X” button in the top righthand corner.

NB: You will need to decide to either round up or down the fee amount. The GST amount will be calculated from the New Service Fee value.

14. Where can I find GST amount on an Invoice?

The GST amount will be displayed on the left hand side of the invoice in line with the Total amount.

Millstone Family Practice, General Practitioners
 Dr Simon Eaves, Dr Joan Baker, Dr P Chapman, Dr Barry Beta
 277 White Horse Road, Millstone, AUCKLAND
 Telephone: (09) 3580 116 Facsimile: (09) 3580 434

Tax Invoice/Receipt
 GST No: 98 098 887

To: Mrs Sheryl Sales
234 St Georges Bay Road
Parnell
AUCKLAND

Chart No: 130259

01 Oct 2010

<i>Date</i>	<i>Ref</i>	<i>Description</i>	<i>Amount (GST Incl)</i>
01 Oct 2010	486	Consultation <i>Dr B Beta</i>	40.00
01 Oct 2010	259	Thankyou for your payment 486 - Consultation	40.00 Cr
			Total 40.00

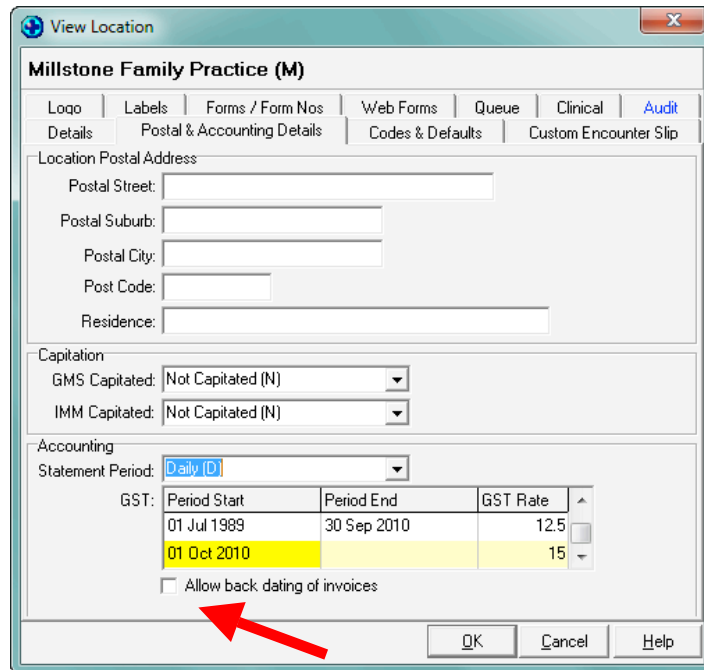
GST 5.22
(Balance on account \$0.00) 

15. How do I create an Invoice for an old GST rate (12.5%)?

This can be achieved by backdating invoices to an earlier date before October 1st 2010.

You will need to ensure you have “**allow back dating of invoices**” ticked in Location setting in Medtech32 – Setup/Location – Postal and Accounting Details tab

NB: Backdating of invoices is not a standard accounting practice and should therefore consideration should be taken before its use



16. When will the old GST and new GST rates will be used?

All the invoices created before 1st October will calculate GST at 12.5%, invoices created on or after October 1st 2010, the GST amount will be calculated at 15% of the service fee.

17. Where can I get help with my accounting questions, such as reconciling GST reports from the old rate to the new rate.

For questions such as these please refer to your Business Advisor, Accountant or your accounting software vendor e.g MYOB etc