



Dental Schedule Communications

**January
paid Feb
2023**

Welcome to the Schedule Communications where you will find all our latest news and useful information.

Access the schedule close dates and prior approval timescales [here](#)

REMINDER - Rent reimbursement - GP234 form

All practices that wish to claim for reimbursement of practice rental costs for financial year 2023/24 are required to submit an up to date GP234 form to us by 28 February 2023. This will make sure you receive payment for all four quarters of the financial year 2023/24 if you are eligible for this allowance. In all cases part 3 of the form must be completed by the practitioner's accountant.

Please submit your application by email to nss.psd-dental-payments@nhs.scot

If you miss the deadline of 28 February 2023 for payment for all four quarters of the financial year 2023/24, you can still submit the form for part payment of 2023/24 practice rental costs as follows:

- 31 May 2023 for quarters 2, 3 and 4
- 31 August 2023 for quarters 3 and 4
- 30 November 2023 for quarter 4

PCA(D)(2023)1 advises on support for dentists in opening a dental practice:

- Scottish Dental Access Initiative
- Recruitment and Retention Allowance
- Remote Areas Allowance

Access the full PCA [here](#)

Cabinet Secretary for Health and Social Care letter 07/02/2023

This letter is to provide NHS dental teams with an update about how Scottish Government will be supporting the NHS dental sector over the coming months, as we prepare to deliver payment system reform.

Access the letter [here](#)

Orthodontic Payment claims

Each Orthodontic payment claim submitted has a unique twelve-digit Case ID. This is made up of:

- Dentist list number – 5 digits
- Practice reference number (PRN)* – 6 digits
- Submission count – 1 digit

For each payment claim you submit, i.e., Examination, Interim Payment, Final Payment, etc, you have a maximum of ten attempts to submit it successfully (submission count begins at 0 and rises to a maximum of 9).

Every time an individual payment claim is rejected, this 'uses up' a submission, as the submission count rises by one for every attempt.

If you receive the same error message on two attempts, you should contact your supplier before attempting to submit again, as what you tried to do to fix the error did not work. Continuing to submit will only receive the same error and use up your number of attempts.

Some message types also use the same PRN as previous messages for the same patient, for example, if you claim an Interim Payment, when it comes to submitting your Final Payment for the same patient, you will already have used one submission (unless you had rejections when trying to submit the Interim Payment, in which case you will have used more). If you need to submit a Discontinued Fee Request before

the Final Payment, this also uses the same PRN as the Interim Payment, again reducing the number of attempts you will have for the Final Payment.

Example: Patient – Joe Bloggs

Dentist list number – 99999

Practice reference number – 001234 (this may show on your system as 1234 without the leading zeros)

Message type	Submission count	Status
Interim Payment	0	Rejected with an error (E00xxxx)
Interim Payment	1	Successful submission
Discontinued Fee Request	2	Rejected with an error (E00xxxx)
Discontinued Fee Request	3	Rejected with an error (E00xxxx)
Discontinued Fee Request	4	Rejected with an error (E00xxxx)
Discontinued Fee Request	5	Successful submission

This only leaves submissions 6, 7, 8 and 9 to successfully submit your Final Payment for this patient. If each of the last four submissions is rejected with an error, you have run out of attempts and will need to contact your supplier.

When this happens, it creates a lot of work for both your supplier and Practitioner Services to return your claim to a status where you can attempt further submissions. It will also delay the payment of your claim, as it takes some time to rectify the situation.

*PRN may be known as COT or DSR depending on the practice management system you use.

Orthodontic submissions claim type

When submitting any Orthodontic claim, you must ensure you select the correct claim type.

There are 5 claim types:

1. Initial registration/continued registration with dentist
2. Registered with another dentist at this practice
3. Registered with another dentist at another practice
4. Not registered with any practice
5. Referred patient

Where a patient has been referred to an orthodontic specialist practice by a general dental practice, all prior approvals and payment claims must be marked as claim type 5: Referred patient. Failure to do this results in the patient's registration being removed from the general dentist and may also result in you not being paid correctly.

If a general dentist is carrying out orthodontic treatment on a patient already registered with them, claim type 1: Initial registration/continued registration with dentist should be used on the patient's orthodontic prior approval and payment claims.



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