



Australian Government
Department of Health, Disability and Ageing

Electronic Prescriptions: Active Script List Releases 1 & 2 Privacy Framework

Version 2.0

Active Script List releases 1 & 2 – Privacy Framework

Change history

Version number	Creation Date	Approval	Date of Approval
v1.0	February 2021	February 2021 Digital Health and Services Australia Branch, Benefits Integrity Division	May 2021
v2.0	April 2024	Digital And Service Design Branch, Medicare Benefits and Digital Health Division	February 2025

Active Script List – Releases 1 & 2

The following privacy, identity and consent processes relate to releases 1 and 2 of the implementation of Active Script List functionality.

Active script list

Since the introduction of electronic prescribing, consumers now have the choice to receive their prescriptions electronically as an alternative to a paper prescription.

If a consumer chooses to receive their prescription electronically, they have the choice of how they wish to manage their prescriptions. The consumer can choose to receive a token (barcode/QR code) for their prescription, provided either via a paper token, SMS, e-mail, or on a mobile app. Alternatively, the consumer can choose to manage their electronic prescription tokens using an Active Script List (ASL).

An ASL allows a consumer to manage their prescriptions by safely storing their tokens for their active electronic prescriptions. This removes the need for the consumer to present their token (barcode/QR code) to have their medicines supplied. Following registration for an ASL, the consumer can provide consent for their chosen Prescribers and Dispensers to access their ASL.

For Consumers

1. Registering for an Active Script List

If you choose to use an Active Script List (ASL), you can register through your Dispenser or Prescriber. This is known as assisted registration.

Assisted Registration for an ASL

Registering for an ASL is available through your preferred pharmacy in the first instance and may also be available through your preferred prescriber. Current identification documents will be required to register. Accepted identification documents include government issued photo identification, your Medicare card, or a Department of Veterans' Affairs (DVA) card. Alternatively, other identification (ID) can be used to complete a 100-point ID check should you not have photo identification.

The healthcare provider will confirm your details if the consumer already exists in the clinical software system or, after an identification check, enter your details into the clinical software system. For an ASL to be registered, the clinical software needs to obtain your Individual Healthcare Identifier (IHI) via the Healthcare Identifiers (HI) Service. To do this, the system uses the identifying details you have provided.

You will already have an IHI if you are enrolled in Medicare, have a Medicare card, or a DVA card. If you are not eligible for Medicare, a DVA pension or benefit, you can still register for an IHI by submitting an application to [Services Australia](#).

The clinical system will then complete the ASL registration using your details. The healthcare provider will need the following information to register you for an ASL:

- Family name
- Given name(s)
- Date of birth
- Gender
- Medicare number and/or DVA number if applicable

As part of registration, you may also nominate a carer and/or an agent, who can manage or collect your medicines on your behalf. To register a carer/agent you will need to provide the carer or agent's:

- Family name
- Given name(s) (optional if the carer or agent has only one name)
- Address (optional)
- Relationship to the consumer (optional)
- Telephone number (optional)
- Email address (optional)
- Status as either a carer or an agent for the consumer

An agent can collect medicines supplied from a pharmacy on your behalf via the ASL.

A carer can operate your ASL on your behalf. A carer will have the same capability to manage an ASL as a consumer. For example, a parent can register

and operate an ASL on behalf of their child, until the child turns 15 years old and can manage their own ASL. An organisation can also be added as a carer.

When adding an agent or carer, the healthcare provider will ask the carer or agent whether they consent to their details being added to the ASL. The healthcare provider will capture the consent in their clinical system.

You or your carer will receive an SMS or email prior to completing the registration process, to confirm that you wish to register. A parent or guardian can register an ASL as the carer for their child.

The electronic notification will include a link to the Terms & Conditions (see <https://mysl.com.au/tcs>) and privacy policy relating to your ASL.

ASL Self-Registration

The *Healthcare Identifiers (Active Script List Registration) Regulations 2024* amends the *Healthcare Identifiers Regulations 2020* to allow consumer self-registration for an ASL.

Self-registration will allow you to:

- Register for an ASL without having to attend a pharmacy or general practitioner.
- View and manage your active electronic prescriptions and remaining repeats.
- Manage access to your active scripts.
- list by prescribers, pharmacist, carers, and agents.

This amendment will enable the implementation of capabilities listed under the 2018-19 budget measure, *Improving access to Medicines – ePrescribing for Safer Medicines* and support the development of self-registration capabilities, which will improve the delivery of healthcare services.

The purpose of the amendment is to legalise the collection, use and disclosure of individual healthcare identifiers (IHI) and identifying information (e.g. Medicare number, DVA number, name, address, gender, etc.) between the following entities as part of the self-registration process:

- The healthcare identifiers service operator (service operator)
- Active Script List Registry operator (ASLR operator)
- Mobile prescription application (app) service provider
- Mobile intermediary service operator.

The self-registration process commences with the use of a conformant mobile prescription application to provide registration information. The details you will need to provide to a mobile prescription application service provider to register an ASL are:

- Family name
- Given name(s)
- Date of birth
- Gender
- Medicare number, DVA number or IHI number if known.

Proof of identity will be provided through a trusted authentication provider.

You may, if you are in possession of it, disclose your IHI to the mobile prescription application service provider as part of the self-registration process. The *Healthcare Identifiers Regulations 2020*, once amended, will authorise the mobile prescription application service provider to collect and use your IHI and the other registration information outlined above to facilitate the registration of your ASL.

As part of self- registration, you may identify a carer and/or an agent, who can manage or collect your medicines on your behalf. To register a carer/agent you will need to provide to the mobile prescription application service provider their:

- Family name
- Given name (optional if the carer or agent has only one name)
- Address (optional)
- Relationship to the consumer (optional)
- Telephone number (optional)
- Email address (optional)
- Status as a carer or an agent

The mobile prescription application service provider will disclose the personal information it collects, and your IHI if you have provided it, to the mobile intermediary service provider. The *Healthcare Identifiers Regulations 2020*, once amended, will authorise the mobile prescription application service provider to disclose, and the mobile intermediary service provider to collect, your registration information and IHI to facilitate the registration of your ASL.

The mobile intermediary service provider operates a mobile intermediary service, which provides connection services for mobile prescription applications to facilitate electronic prescriptions. Upon receiving your registration information and your IHI (if you have provided it), the mobile intermediary service provider will use and disclose that information to the ASLR operator. The *Healthcare Identifiers Regulations 2020*, once amended, will authorise the mobile intermediary service provider to use and disclose, and the ASLR operator to collect, your registration information and IHI to facilitate the registration of your ASL.

Upon receiving your registration information and your IHI (if you have provided it), the ASLR operator will use and disclose that information to the service operator to obtain your IHI (if you have not previously provided it) or verify your IHI (where you have previously provided it). The *Healthcare Identifiers Regulations 2020*, once amended, will authorise the ASLR operator to use and disclose, and the service operator to collect, your registration information and IHI to facilitate the registration of your ASL.

The service operator will use the information it collects from the ASLR operator to obtain your IHI or verify your IHI. Upon obtaining or verifying your IHI, the service operator will send your IHI (either the one it has obtained or the one it has verified) to the ASLR operator. The *Healthcare Identifiers Regulations 2020*, once amended, will authorise the service operator to use and disclose, and the ASLR operator to collect, IHIs to facilitate the registration of your ASL.

Finally, the ASLR operator will use the IHI it collects from the service operator to complete your registration of your ASL. This use of your IHI by the ASLR operator will be authorised by the *Healthcare Identifiers Regulations 2020* (once amended).

2. Receiving a prescription

If a Prescriber issues you an electronic prescription and you have registered for an ASL, by default, your prescription data will be included in your ASL. If there are jurisdictional legislative or consumer safety requirements to not send a prescription to your ASL, then your prescription will not be sent to your ASL. Otherwise, you will need to inform the Prescriber if you wish for your prescription not to be included in your ASL. If you withdraw your consent, then the Prescriber will set a 'Consent flag' to 'No', which will prevent the prescription data from being visible in your ASL. You can still receive an electronic prescription by using a token to have your medicines supplied.

The electronic prescriptions that are included in your ASL will only be visible to Prescribers and Dispensers to whom you have given consent to view your ASL.

3. Supply of medicines

When you, your agent or carer present at your pharmacy of choice and request a dispensing from your ASL, the Dispenser will verify your identity using one of two methods:

- if you/your agent or carer are known to the Dispenser, they will verify your identity using their existing known consumer policy; or
- if you/your agent or carer are not known to the Dispenser, they will ask you to provide photo identification and your Medicare card or DVA card.

If the Dispenser already has access to your ASL, they will search your ASL via their electronic dispensing system and choose from the list of your active prescriptions. Your Dispenser will download the relevant prescription from the prescription delivery service via the token they received from your ASL to dispense the medicine that has been prescribed to you.

If the pharmacy does not have access to your ASL, the Dispenser can request access. You will need to provide your consent via SMS or email confirmation to allow the Dispenser to view your ASL and dispense your prescription.

If the prescription you have just had dispensed has repeats, your repeats will be sent to your ASL unless you ask your pharmacist to withdraw your consent.

4. Deactivation

Your ASL can be deactivated by contacting the ASLR provider, Medication Knowledge Pty Ltd. Prior to deactivation, you will need to ensure that you have tokens for any active prescriptions in your ASL so that you can still have these medicines supplied using these tokens.

Medication Knowledge Pty Ltd can be contacted via email at info@medicationknowledge.com.au or (03) 9418 1800.

For Prescribers

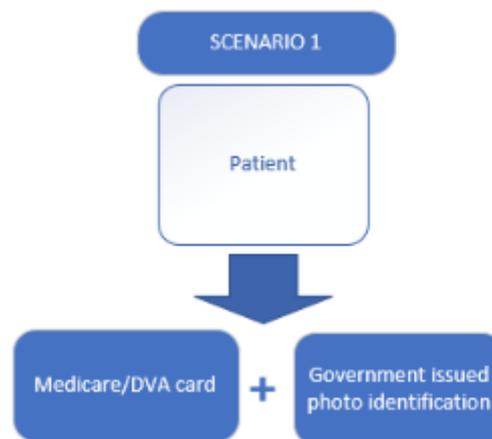
1. Registering a consumer for an Active Script List

A healthcare provider may be able to register an Active Script List (ASL) for a consumer (assisted registration) using their clinical software.

The provider will need to verify the consumer's identity by viewing appropriate identification documents outlined below. The ['known consumer model'](#) is outlined below.

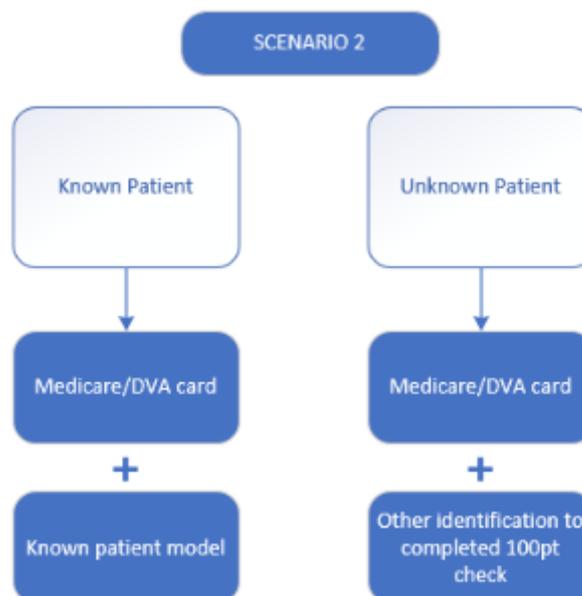
Scenario 1 Registration

Should the consumer hold a current government issued photo identification and a Medicare or DVA card (containing the individual's name), this is sufficient identification to register an ASL.



Scenario 2 Registration

Should a consumer not hold photo identification, an alternative identification process will be required.



If the consumer is unknown to the healthcare provider, the provider will need to view their Medicare or DVA card and any other identification required to

complete a 100 point check, as per the '[Documentary evidence of identity](#)' set out in this document.

If the consumer is known to the healthcare provider and can confidently and effectively be identified, the provider will need to view the consumer's Medicare or DVA card and use the '[Known consumer model](#)' outlined above.

This method of identification cannot be used for consumers (other than residential aged care facility residents) who are currently taking Schedule 8 medicines. Any consumer (other than a residential aged care facility resident) regularly taking a Schedule 8 medicine, to the healthcare provider's knowledge, will need to satisfy a 100 point check. Any consumer (other than a residential aged care facility resident) that is prescribed a Schedule 8 medicine will need to satisfy the 100 point check.

The organisation should sight relevant documents, but generally should not take copies of the documents or record the document numbers. The creation of copies or recording of document numbers should only be done if it is necessary for another purpose and the collection is done consistently with your privacy obligations (eg *Privacy Act 1988* (Cth)).

Known consumer model

A 'known consumer' is an individual that:

- you can confidently and effectively identify; and
- the individual has presented at the healthcare provider organisation on at least four separate occasions within the last 12 months (inclusive of presentation at which assisted registration is being provided); or
- is a resident of an aged care facility at which the assisted registration is being provided.

Note: If you are not satisfied that you can confidently and effectively identify the person, you must not register that individual under the known consumer model.

Registering a consumer

The ASL registration form will be pre-populated with data held in your clinical software. For an ASL to be registered, the clinical software needs to obtain or verify the consumer's Individual Healthcare Identifier (IHI) via the Healthcare Identifiers (HI) Service. The details required to register an ASL are:

- Family name
- Given name (if available)
- Date of birth
- Gender
- Medicare number or DVA number

As part of registration, you will also be able to identify a carer and/or an agent for the consumer by inputting their:

- Family name
- Given name (optional if no given name)
- Address (optional)
- Relationship to the consumer (optional)
- Telephone number (optional)

- Email address (optional)
- Status as either a carer or an agent for the consumer

An agent can collect medicines supplied from a pharmacy on behalf of the consumer.

A carer can operate an ASL on the consumer's behalf. A carer will have the same capability to manage an ASL as the consumer. For example, a parent can register and operate an ASL on behalf of their child until the child turns 15 years old and can manage their own ASL. An organisation can also be added as a carer.

The consumer will receive a SMS or email prior to completing the registration process, to confirm that they wish to register.

The electronic notification will include a link to the Terms & Conditions (see <https://mysl.com.au/tcs>) relating to the consumer's ASL.

2. Issuing a prescription

When you issue a prescription to a consumer, you will ask the consumer whether they wish to receive an electronic prescription. If the consumer has an ASL, then their electronic prescriptions will be visible in their ASL by default. If the consumer chooses to withdraw consent and not send a prescription to their ASL, then you will set a 'Consent flag' to 'No'. This will prevent the prescription data from being visible in the consumer's ASL. You can still issue an electronic prescription by sending a token for the consumer to use to have their medicines supplied. There are certain type of prescriptions, such as authority prescriptions where a dosing point is required, which will not go to the ASL as they will be sent directly to a pharmacy.

For Dispensers

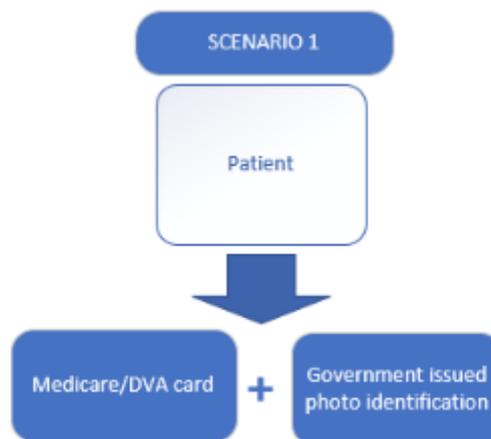
1. Registering a consumer for an Active Script List

You will be able to register an Active Script List (ASL) for a consumer (assisted registration) using your clinical software.

You will need to verify the consumer's identity by viewing appropriate identification documents outlined below. The ['known consumer model'](#) is outlined below.

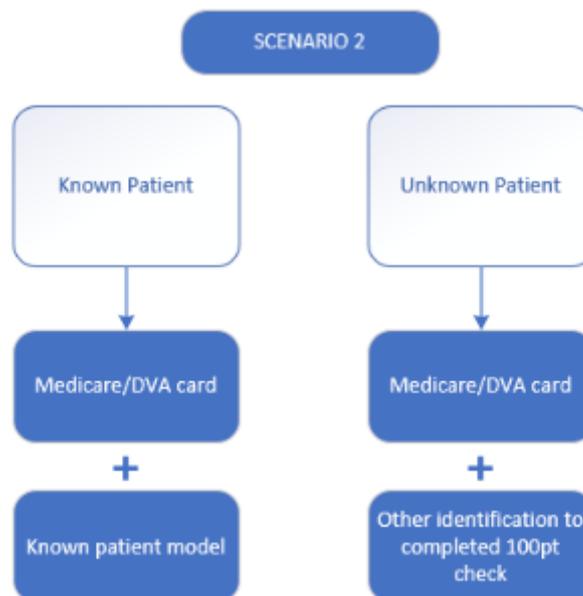
Scenario 1 Registration

Should the consumer hold a current government issued photo identification and a Medicare or DVA card (containing the individual's name), this is sufficient identification to register an ASL.



Scenario 2 Registration

Should a consumer not hold photo identification, the following identification process will be required.



If the consumer is unknown to you, you will need to view their Medicare or DVA card and any other identification documents required to complete a 100 point

check, as per the '[Documentary evidence of identity](#)' set out later in this document.

If the consumer is known to you and you can confidently and effectively identify them, you will need to view the consumer's Medicare or DVA card and use the '[known consumer model](#)' outlined above, with the exception of consumers who are currently taking Schedule 8 medicines (please note that this exception does not apply to residential aged care facility residents). Any consumer who is not a residential aged care facility resident and who is regularly taking a Schedule 8 medicine, to your knowledge, will need to satisfy a 100 point check. Any consumer who is not a residential aged care facility resident and who is prescribed a Schedule 8 medicine will need to satisfy a 100 point check.

The organisation should sight the relevant documents but generally should not take copies of the documents or record the document numbers unless it is necessary for another purpose and the collection is done consistently with your privacy obligations (eg *Privacy Act 1988* (Cth)).

Known consumer model

A 'known consumer' is an individual that:

- you can confidently and effectively identify; and
- has had at least four prescriptions in their name filled at the pharmacy on at least four separate occasions within the last 12 months (inclusive of the occasion on which assisted registration is being provided); or
- is a resident of an aged care facility at which the assisted registration is being provided.

Note: If you are not satisfied that you can confidently and effectively identify the person, you should not register that individual under the known consumer model.

Registering a consumer

The registration form will be pre-populated with data held in your clinical software. For an ASL to be registered, the clinical software needs to obtain or verify the consumer's Individual Healthcare Identifier (IHI) via the Healthcare Identifiers (HI) Service. The details required to register an ASL are:

- Family name
- Given name (if available)
- Date of birth
- Gender
- Medicare number or DVA number

As part of registration, you will also be able to identify a carer and/or an agent for the consumer by inputting their:

- Family name
- Given name (optional if no given name)
- Address (optional)
- Relationship to the consumer (optional)
- Telephone number (optional)
- Email address (optional)

- Status as either a carer or an agent for the consumer

An agent can collect medicines supplied from a pharmacy on behalf of the consumer. A carer can operate the ASL on the consumer's behalf. A carer will have the same capability to manage an ASL as the consumer. For example, a parent can register and operate an ASL on behalf of their child, until the child turns 15 years old and can manage their own ASL. An organisation can also be added as a carer.

The consumer will receive an SMS or email prior to completing the registration process, to confirm that they wish to register.

The electronic notification will include a link to the Terms & Conditions (see <https://mysl.com.au/tcs>) relating to the consumer's ASL.

2. Supply of medicines to consumer

When a consumer/their agent or carer presents at your pharmacy and requests a medicine be dispensed from their ASL, you will verify their identity using one of following two methods:

- if the consumer or their agent or carer is known to you, you can verify their identity using your existing known consumer policy; or
- if the consumer or their agent or carer is not known to you, you will ask them to provide photo identification and their Medicare card or DVA card.

If you do not have access to the consumer's ASL, you can request access via the clinical software, and the consumer will need to provide their consent via SMS or email confirmation, agreeing to the terms and conditions, in order for you to be granted access to the ASL.

If you already have access to the consumer's ASL, you will search the ASL via the electronic dispensing system and choose from the list of active prescriptions. You will download the relevant prescription from the prescription delivery service via the token received from the ASL to dispense the medicine that has been prescribed.

If the consumer has an ASL, then any electronic prescription repeat authorisations will be sent to their ASL by default. If the consumer chooses to withdraw consent and not send a repeat to their ASL, then you will set a 'Consent flag' to 'No', which will prevent the repeat data from going to the ASL. You can still issue an electronic prescription repeat by sending a token for the consumer to use to have their medicines supplied.

More information

You can obtain further information about electronic prescriptions and the Active Script List by contacting your healthcare provider or clinical software vendor, or by contacting the Commonwealth via one of the methods described below:

Department of Health, Disability and Ageing: ePrescribing@health.gov.au

Australian Digital Health Agency: help@digitalhealth.gov.au

Services Australia: otsliaison@humanservices.gov.au

Documentary evidence of identity

For individuals who cannot provide photo identification and who do not meet the known consumer model (or if a health professional has any doubt as to the identity of an individual), the following table should be used to determine which documentary evidence of identity should be sought for the purposes of registering an ASL.

Documentary evidence of identity ¹	Required on document N = name, P = photo, A = Address, S = signature	Points
Primary documents – you must supply at least ONE primary document		
Foreign Passport (current)	N – P	70
Australian Passport (current or expired within last 2 years but not cancelled)	N – P	70
Australian Citizenship Certificate	N	70
Full Birth certificate (not birth certificate extract)	N	70
Certificate of Identity issued by the Australian Government to refugees and non-Australian citizens for entry to Australia	N	70
Australian Driver Licence/Learner’s Permit	N – A – P	40
Current (Australian) Tertiary Student Identification Card	N – P	40
Photo identification card issued for Australian regulatory purposes (e.g. Aviation/Maritime Security identification, security industry etc.)	N – P	40
Government employee ID (Australian Federal/State/Territory)	N – P	40
Defence Force Identity Card (with photo or signature)	N – P	40
Secondary documents		
Department of Veterans' Affairs (DVA) card	N – A	40
Centrelink card (with reference number)	N – A	40
Birth Certificate Extract	N	25
Birth card (NSW Births, Deaths, Marriages issue only)	N	25

¹ The healthcare provider organisation must ensure that the details of the individual as contained in their identity document(s) correspond with the individual’s details as recorded by the organisation’s system and as included in the individual’s application. The organisation should sight the relevant documents but generally should not take copies of the documents or record the document numbers unless it is necessary for another purpose and the collection is done consistently with the organisation's privacy obligations (eg *Privacy Act 1988* (Cth)).

Documentary evidence of identity ¹	Required on document N = name, P = photo, A = Address, S = signature	Points
Medicare card	N	25
Credit card or account card	N	25
Australian Marriage certificate (Australian Registry issue only)	N – S	25
Decree Nisi/Decree Absolute (Australian Registry issue only)	N – S	25
Change of name certificate (Australian Registry issue only)	N – S	25
Bank statement (showing transactions)	N – A	25
Property lease agreement – current address	N – A	25
Taxation assessment notice	N – A	25
Australian Mortgage Documents – current address	N – A	25
Rating Authority – current address e.g. Land Rates	N – A	25
Utility Bill – electricity, gas, telephone – current address (less than 12 months old)	N – A	20
Reference from Indigenous Organisation	N – P	20
Documents issued outside Australia (equivalent to Australian documents). Must have official translation attached	N – P	20

Glossary

Term (and acronym)	Definition
Active electronic prescription	An electronic prescription which is not expired (due to the expiry date passing), not exhausted (i.e. has at least one repeat remaining) and not cancelled.
Active script list	An Active Script List (ASL) allows a consumer to manage their active electronic prescriptions without the consumer having to present a token.
Dispenser	A clinician who is permitted to dispense medicines under state regulations including dispensers (e.g. pharmacists) that work in the community, hospitals, and contracted pharmacies and approved suppliers under the National Health Act 1953. Dispensers (for the purposes of this document) also include intern pharmacists, dispensary technicians and dispensary pharmacy assistants.
DVA	Department of Veterans' Affairs
Individual Healthcare Identifier (IHI) number	A unique number assigned to an individual by the Healthcare Identifiers Service managed by the Chief Executive Medicare. An IHI is connected to an individual's Medicare or Department of Veterans' Affairs (DVA) card number.
Prescriber	Clinicians who are permitted under Commonwealth and state regulations to prescribe a medicine. These may include but are not limited to: general practitioners, specialists, dentists and allied health professionals based in community, residential care and hospital settings.
Token	An electronic prescription token refers to a representation of the DSPID (in the form of a barcode, QR code or alphanumeric string). A token may or may not be provided with other prescription information.