



Australian Government

Department of Health,  
Disability and Ageing

# Adding provider bank account details for the Bulk Billing Practice Incentive Program

18 December 2025

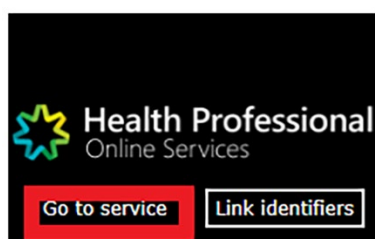
## Overview

All eligible providers participating in the Bulk Billing Practice Incentive Program (BBPIP) will receive the BBPIP incentive payment directly into their nominated bank accounts. To receive BBPIP incentive payments providers must add their bank account details in their Health Professional Online Services (HPOS) account. If a provider delivers services across multiple locations, they must add bank account details for each BBPIP participating practice location.

## How to update provider banking details:

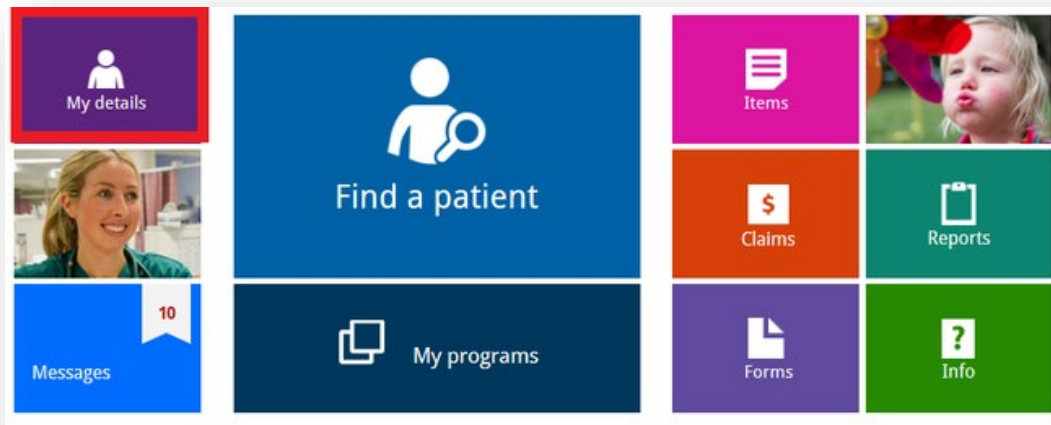
Providers must update their bank account details in HPOS for each BBPIP participating practice they work at by following the step-by-step instructions below.

1. Log into your individual PRODA account
2. Under **'My linked services'** click **Go to service** on the Health Professional Online Services tile

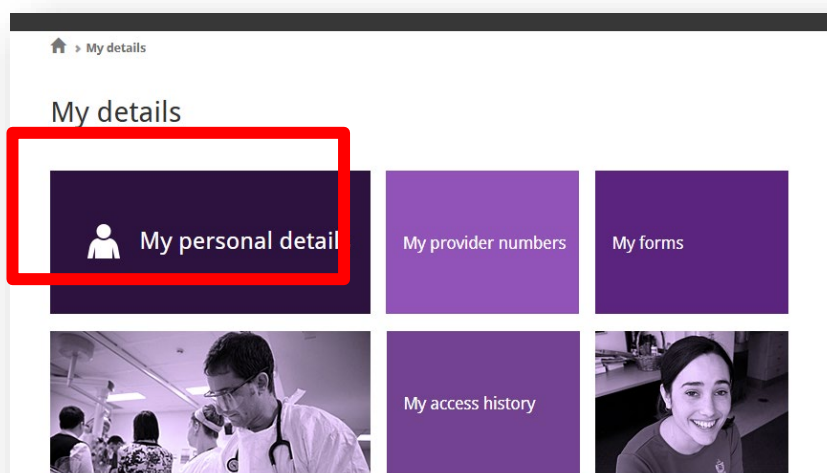


3. *If you are a member of a PRODA organisation, select **No Organisation – Proceed as an individual only** to proceed to HPOS*

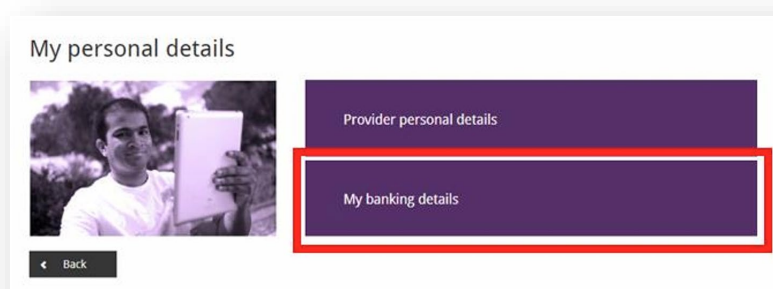
4. In HPOS, select the **'My details'** tile



5. On the 'My details' screen, select the '**My personal details**' tile



6. On the 'My personal details' screen, select the '**My banking details**' tile



7. The **My banking details** window will appear, displaying a list of your provider numbers, locations and registered programs
8. Bank account details can be added or updated for your programs, using the '**Action**' column on the right-hand side of the window. To receive you BBPIP incentive payments, you must **Add** your banking details for the '**MyMedicare Incentives**'

program at **all the BBPIP participating practice locations where you work**. If you have already added banking details, you can update them if needed.

You are here: [Home](#) » [My Details](#) » [My Personal Details](#) » [My banking details](#)

### My banking details

This screen displays a list of:

- All programs you are currently registered for
- All locations where you are registered for these programs
- The details of those accounts you have previously nominated.
- Locations without any program registrations will not appear on this list.
- Updates to your Medicare banking details will automatically update your DVA banking details.

To change existing banking details select **Update**.

To enter banking details for a location where no banking details are recorded select **Add**.

To approve banking details entered by your delegate for a new location select **Review**.

More information about banking details is available on our website: [Managing your banking details in HPOS](#) ➔

Program	Location	Location Id	BSB	Account no	Account name	Status ▲	Action
MyMedicare Incentives					TEST PROVIDER		<a href="#">Update</a>
MyMedicare Incentives					TEST PROVIDER		<a href="#">Update</a>
GPTP							<a href="#">Add</a>
Medicare							<a href="#">Add</a>

9. Once you select to **Add** or **Update** your details, the banking details window will appear. The image below shows an example of the '**Add banking details**' window.

You are here: [Home](#) » [My Details](#) » [My Personal Details](#) » [Add banking details](#)

### Add banking details

You can update the banking details displayed for this location and program by:

- replacing them with details of one of your existing accounts by making a selection from the **Existing accounts** section, or
- replacing them with details of a new account by completing the **Account details** section

Replacing your Medicare banking details will automatically update your DVA banking details.

Select **Submit** to confirm the changes or **Cancel** to return to the previous screen.

Location/Program details

Location:  
Location Id:  
Program:

Choose type of account details

☒ Select an existing account  
☐ Enter a new account

Existing account details

Existing accounts

Account details

Branch number (BSB)\*  
Name of bank, building society or credit union  
Branch where account is held  
Account Number\*  
Account Name\*

Acknowledgement

☐ I acknowledge that:

- payment(s) related to my provider number(s) for the location(s) where I practice as identified on this form, including any additional practice locations attached to this form, will be paid to the banking details that I have nominated.
- Services Australia may contact me to confirm these details for security or clarification purposes.

☐ I undertake:

- to immediately notify my pay group(s) or third party payee(s) of any current and/or future notice(s) issued by Services Australia to garnish or intercept payments due to me or my provider number(s).

Submit

Reset

Cancel

10. Choose whether you would like to **Select an existing account** or **Enter a new account**. Use the drop-down feature to link to an existing account.
11. Once you have entered the appropriate bank account details, you must read the acknowledgement and select the **Acknowledgement checkbox** to proceed.
12. Once completed select '**Submit**'. A success screen will display to confirm details have been updated.
13. Please ensure these steps are completed for each BBPIP participating practice location that you work at.

Changes will be visible in HPOS within 24 hours.

## More information

- Services Australia webpage: [Manage your details in HPOS - Health professionals](#)
- If you require additional assistance with HPOS, please contact Services Australia on 132 150 (Option 2).