



Hospital Casemix Protocol and Private Hospital Data Bureau reporting requirements for hospitals and insurers

August 2026

This is to advise of the Hospital Casemix Protocol (HCP) and Private Hospital Data Bureau (PHDB) reporting requirements for declared hospitals and registered private health insurers under the following legislation:

- *Private Health Insurance Act 2007*
- Private Health Insurance (Health Insurance Business) Rules 2018
- Private Health Insurance (Data Provision) Rules 2018

Please note that these are compulsory reporting requirements. Private health insurance (PHI) legislation allows for remedial action to be initiated where these requirements are not met.

Information to be provided by declared private hospitals

Private hospitals are required to provide:

1. HCP data to private health insurers, and
2. PHDB data to the Australian Government Department of Health, Disability and Aging (the department).

Information is ordinarily supplied as a monthly data submission within six weeks of a patient's discharge. However, for the 2026-27 reporting period, an extension of five weeks has been granted to support the implementation of changes. As such, 2026-27 HCP and PHDB data is due within eleven weeks after the end of a hospital separation month. Please see the Explanatory notes – Reporting Requirements in each respective specifications for further information.

Information to be provided by declared public hospitals

Public hospitals are required to provide HCP data to private health insurers.

Information is ordinarily supplied as a monthly data submission within six weeks of a patient's discharge. However, for the 2026-27 reporting period, an extension of five weeks has been granted to support the implementation of changes. As such, 2026-27 HCP data is due within eleven weeks after the end of a hospital separation month.

Information to be provided by insurers

Private health insurers are required to provide Hospital Casemix Protocol – Inpatient (HCP 1), Hospital Casemix Protocol – Outpatient (HCP 2) and General Treatment Dental (GT-Dental) data to the department.

- HCP 1 information is ordinarily supplied as a monthly data submission within twenty weeks after the insured person to whom the information relates has been discharged from the hospital. However, for the 2026-27 reporting period, an extension of five weeks has been granted to support the implementation of changes. As such, 2026-27 HCP 1 data is due within twenty-five weeks after the end of a hospital separation month.
- HCP 2 information is ordinarily supplied as a quarterly data submission within four weeks after the end of each claims processing quarter for each service event. However, for the 2026-27 reporting period, an extension of five weeks has been granted to support the implementation of changes. As such, 2026-27 HCP 2 data is due within nine weeks after the end of each claims processing quarter.
- GT-Dental information is ordinarily supplied as a monthly data submission within four weeks after the end of each claims processing month for each service event. However, for the 2026-27 reporting period, an extension of five weeks has been granted to support the implementation of changes. As such, 2026-27 GT-Dental data is due within nine weeks after the end of each claims processing month.

Format of information

Data specifications are [available on the department's website](#).

Data submission portal

The Data Submission Portal (DSP) in the department's Enterprise Data Warehouse is available to insurers and hospitals to submit data files to the department.

To arrange access to the DSP for submission of data please email hcp@health.gov.au with the following details:

- Name of data submitter
- Provider ID
- Provider name
- Email for validation reports.

If you submit data for more than one hospital and require this to be set up, please provide the provider ID for your other facilities.

Please telephone (02) 6289 8058 or email hcp@health.gov.au if you have any queries.

Steps for follow up (HCP 1 – insurer compliance)

The following are the steps for following up insurers who have not submitted their HCP 1 data to the department, or who have submitted data which has errors over and above the tolerance level predetermined for that year:

1. For data which has errors over and above the tolerance level predetermined for that year, the summary report will include a request for submission/resubmission of the data in compliance with the performance framework within two weeks of the summary report date.
2. For data which has not been submitted within twenty weeks of the month of separation, or twenty-five weeks for 2026-27 data, the department will contact the insurer by email and request submission.
3. If the requested data is not received within two weeks of the initial email from the department, a reminder will be sent.
4. If the data is still not received within another two weeks, a formal letter will be dispatched from the Assistant Secretary, Private Hospitals Branch, to the Chief Executive Officer (CEO) of the Health Fund notifying them of the issue and requesting a response to the department within two weeks from the date of the letter.
5. Should there be an issue causing the data to be late, the CEO must formally apply, by letter, to the Assistant Secretary of the Private Hospitals Branch for an extension.
6. If a nil response, a second letter will be sent to the CEO with a warning of ministerial notification within two weeks.
7. If no response is received by the department, the Minister for Health and Aged Care will be notified with a view to considering appropriate enforcement activities.

Steps for follow up (HCP – hospital compliance)

The following are the steps for following up public and private hospitals who have not submitted their HCP data to insurers six weeks after the end of a hospital separation month or during the 2026-27 reporting period, eleven weeks after the end of a hospital separation month:

1. Insurers should send a written (electronic or letter) reminder to the hospital to provide the required HCP data, and if necessary state their obligations under the PHI Act.
2. If there is no action from the hospital within two weeks, the insurer should notify the department at by email to hcp@health.gov.au. Insurers should provide details of the hospital, the issue, and of their correspondence with the hospital.
3. The department will follow up with the hospital to clarify the issue, and if necessary request immediate action.
4. If there is still no action from the hospital within two weeks, the department will send a formal letter to the hospital's CEO notifying them of the issue and requesting a response to the department within two weeks from the date of the letter.
5. If a nil response, the department will send a second letter to the CEO with a warning of ministerial notification within two weeks; and
6. If no response is received by the department, the Minister for Health and Aged Care will be notified with a view to considering appropriate enforcement activities.

The insurer will be notified of any arrangement made in steps 3 to 6.

Steps for follow up (PHDB – hospital compliance)

The following are the steps for following up private hospitals who have not submitted their PHDB data to the department six weeks after the end of a hospital separation month or during the 2026-27 reporting period, eleven weeks after the end of a hospital separation month:

1. The department will send a written (electronic or letter) reminder to the hospital to provide the required PHDB data, and if necessary state their obligations under the PHI Act.
2. If the requested data is not received within 2 weeks, a reminder will be sent.
3. If there is no action from the hospital within two weeks, the department will send a formal letter to the hospital's CEO notifying them of the issue and requesting a response to the department within 2 weeks from the date of the letter.
4. If a nil response, the department will send a second letter to the CEO with a warning of ministerial notification within 2 weeks.

5. If no response is received by the department, the minister will be notified with a view to considering appropriate enforcement activities.

HCP/PHDB contact details

If you require further information, please contact us by:

- telephone: (02) 6289 8058
- email: hcp@health.gov.au