



Appendix

**This appendix was part of the submitted manuscript and has been peer reviewed.
It is posted as supplied by the authors.**

Appendix to: Henderson J, Valenti LA, Britt HC, et al. Estimating non-billable time in Australian general practice. *Med J Aust* 2016; 205: 79-83. doi: 10.5694/mja16.00287.

Appendix. Non-billable time: Supplementary Analysis of Nominated Data (SAND) instructions and question sheet

Time spent between patient visits
This question aims to estimate the amount of non-billable time GPs spend managing patients' problems between face-to-face visits.

For face-to-face consultations:

For this patient, please indicate whether you have spent **non-billable time on the management of any problem** since the last time you saw the patient.

If 'yes' please estimate **how many minutes** were spent on the non-billable management. Please also specify the **main reason, issue or problem** requiring the non-billable management (e.g. diabetes, discussion with specialist, care co-ordination etc).

Tick the box labelled '**N/A**' if: this encounter was not a face-to-face consultation, you are not the patient's usual GP or this is the first time you have seen the patient.



Have you spent non-billable time
on the management of any of this
patient's problems between their
last visit and today's visit?

Yes No N/A

If 'yes', approx. how
many minutes? _____ Unsure
of time

Reason: _____