

Alberta Health
Professional and Facility Management Unit
PO Box 1360 Station Main
Edmonton AB T5J 2N3

For AHW office use only

A business arrangement (BA) is an agreement with Alberta Health to establish the arrangement for payment of health services provided. All practitioners registered with Alberta Health must have or be part of a BA in order to claim for services. A contract holder is a person, organization or professional corporation (PC) entering into a business arrangement with Alberta Health.

Section A - Identification, type and date of change

The business arrangement contract holder is:

Practitioner identifier or PC or clinic ULI fields with grid lines and a Name field.

Effective date fields for Year, Month, and Day.

Checkboxes for Assign a new BA, Change information on an existing BA, and End a BA.

Business arrangement number to change or end field with grid lines.

Section B - Business arrangement information

Business arrangement type options: Fee for service, Locum - medical only, Alternate Relationship Plan (ARP), Family Care Clinics (FCC).

Direct deposit to options: Chequing - attach a void cheque, Savings - attach documentation from financial institution.

Make payment to options: Me or My PC/clinic or name.

Send Statement of Assessment and Statement of Account to Identifier field.

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An Accredited Submitter is an organization or individual accredited by Alberta Health to transmit electronic claims and retrieve results of transactions for practitioners.

The Accredited Submitter for this BA is (name and submitter prefix)

Suppress Statement of Assessment production Yes/No options with explanatory text.

Indicate the skill that will be used on most claims

Section C - Authorization (This section must be completed before this form is considered valid.)

Signature and phone number fields for Practitioner, BA contract holder, and BA contract holder name and position.

Return completed forms to the Professional and Facility Management Unit at the address above, or fax to 780-422-3552. If you need assistance completing this form, please refer to your Resource Guide. If you need further assistance, call 780-422-1522 in Edmonton, or toll-free within Alberta at 310-0000, then 780-422-1522.

Information collected is used to enrol you for programs or benefits funded by Alberta Health. It is collected under the authority of sections 20(b) and 27 of the Health Information Act. The confidentiality of this information and your privacy are protected by the provisions of the Health Information Act and the Alberta Health Care Insurance Act. If you have questions regarding the collection of this information, please contact the Professional and Facility Management Unit at the address, telephone or fax number provided above.