

# Medical Grade Footwear Supplier Information Form

## MASS Supplier List for Medical Grade Footwear

MASS maintains a list of medical grade footwear suppliers which includes retailers and practitioners. The list is available to applicants and prescribers.

### Retailers:

Retailers supplying prefabricated medical grade footwear seeking inclusion on the list may submit a request in writing to the MASS Clinical Advisor. Information regarding brand names and types of medical grade footwear supplied, as well as contact details of the practitioner used for modifications to customise the footwear, should be provided.

MASS will determine eligibility for inclusion on the MASS list of medical grade footwear suppliers and will advise the retailer in writing of the outcome of the request.

### Practitioners:

To be included on the MASS supplier list, medical grade footwear practitioners require the following:

- certification in Podiatry (C.Retped.Au, C.Ped.Au, C.Ped.Cm.Au) and
- eligibility for membership of the Podiatric Association of Australia (PAA)

Medical grade footwear practitioners seeking inclusion on the list may submit a request in writing to the MASS Clinical Advisor. This documentation must include all relevant qualifications and experience and the contact details of two referees who are MASS prescribers.

This documentation will be referred to the National PAA for consultation. MASS will determine eligibility for inclusion on the MASS list of medical grade footwear suppliers and will advise the practitioner in writing of the outcome of the request.

## Responsibilities of the Medical Grade Footwear Supplier:

### The medical grade footwear supplier must:

- assess the applicant's requirements in relation to the prescription
- contact the prescriber if clarification or consultation about any prescription detail is required
- provide a dated quotation to the applicant/carer for the prescribed medical grade footwear including a description of the item, materials and components to be supplied and the total cost.

### Supply and Invoicing Procedure:

At the time of delivery of the completed medical grade footwear to the applicant, the medical grade footwear supplier must:

- initiate the tax invoice stating the delivery date of the completed item/s
- advise the applicant/carer to contact MASS regarding satisfaction with the completed aid.

MASS will provide further details should a formal acquittal process be required.