



Your guide to the Patient Travel Subsidy Scheme (PTSS)

Step

1

Referral

Have you received a specialist referral located more than 50 km from your local public hospital or public health service?

Check if you are eligible for a travel subsidy using the Eligibility Checking tool online or ask your doctor for more information.

To register, complete three simple forms:

Form A: Patient Registration

Patient Vendor Banking Details form

Form B: Travel Referral – ask your doctor to help fill this out

Submit these forms for assessment:

Online (Form A only)

To any Queensland public hospital or public health service in person via email, fax or post

Step

2

Assessment

Your application is assessed against the PTSS Guideline to decide eligibility or alternatives to travel.

You will be notified of the outcome of your PTSS application.

ASSESSMENT
COMPLETED



Step

3

Booking

After you have received confirmation of approval via email, you can book your travel or accommodation.

- If you need support contact your local public hospital or public health service to help book your travel or for accommodation assistance.
- If you choose to book your own travel or accommodation, remember to keep all your tax invoices.



Step

4

Attendance

When you attend your appointment, ask the specialist or a representative to fill out **Form C: Appointment attendance**.

If you are staying with family or friends, complete and sign **Form D: Accommodation confirmation**.

Remember to keep these forms to submit a claim later. If you need assistance booking your return travel home, contact your local public hospital or public health service.

Step

5

Make a claim

Gather the following documents to make a claim:

A completed and signed **Form C: Appointment attendance**

All tax invoices for travel and accommodation bookings

Submit these documents for assessment:

To any Queensland public hospital or public health service in person, via email, fax or post

Please ask your local travel team for further information.

Final step

6

Subsidy payment

Subsidy payment should be received within 30 business days of submitting all necessary and correctly completed paperwork.



For more information visit:

www.health.qld.gov.au/ptss or call 13 HEALTH (13 43 25 84)

Open your smart phone's camera and point it at the QR code.



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