

SUPPLIER COMPLIANCE REQUIREMENTS

All services are required to register through the Trilogy Care website using the [Workforce Provider Form](#).

MANDATORY REQUIREMENTS				
	SOLE TRADER	ORGANISATION	IN-CLINIC	PRODUCTS & PURCHASES
ABN	✓	✓	✓	✓
Tax invoice	✓	✓	✓	✓
Police check/NDIS worker clearance ¹	✓	✓		
Agreement ²	✓	✓	✓	
Price list		✓	✓	
Public liability insurance	✓	✓		
WorkCover/ Workers Compensation		✓		

¹ For organisations, a Statutory Declaration as part of the Brokerage Agreement will be required confirming this requirement.

² All organisations are required to enter into a Brokerage Agreement with Trilogy Care prior to being approved to provide services. Sole traders must have a Service Agreement in place outlining the agreed fee schedule. A copy of the service agreement can be found [here](#). An agreement is also required for in-clinic services.



ADDITIONAL REQUIREMENTS

SERVICE TYPE	TASKS	REQUIREMENTS
Personal care	<ul style="list-style-type: none"> • Assistance with Mobility • Bathing and Hygiene • Toileting and Incontinence Care • Dressing and Grooming • Feeding • Medication prompting • Assist with medication administration from Webster-pak • Emotional and Social Support • Catheter Support • Dementia support • Percutaneous Endoscopic Gastrostomy (PEG) feeding • Stoma support 	<ul style="list-style-type: none"> • Certificate III in Individual Support (Ageing and Disability) or Certificate IV in Ageing Support • Medication prompting or administration requires demonstrated completion of: 'Assist clients with medication' competency (HLTHPS006)
Clinical care (general)	<ul style="list-style-type: none"> • Monitor vital signs • Pain assessment • Head-to-toe assessment • Medication management • Stoma management • Indwelling urinary catheter management (IDC) • Suprapubic Catheter management (SPC) • Wound management • Education and Advocacy • Nebuliser management 	<ul style="list-style-type: none"> • Current AHPRA registration (enrolled nurse or registered nurse) • Professional indemnity insurance
Clinical care (high)	<ul style="list-style-type: none"> • Psychogeriatric Assessment Scales (PAS) • Continence assessment. CAPS/MASS application • Tracheostomy management • Administer medications via a central line or port • Peripheral intravenous access • Insert nasogastric and feeding tubes • Administer blood products • Oxygen therapy or other ventilator management • End of life care 	<ul style="list-style-type: none"> • Current AHPRA registration (registered nurse) • Demonstrated completion of relevant competency relating to task • Professional indemnity insurance
Common allied health services	<ul style="list-style-type: none"> • Occupational therapy • Physiotherapy • Podiatry • Dietetics • Exercise physiology • Speech pathology 	<ul style="list-style-type: none"> • Current AHPRA registration (or equivalent, self-regulated body registration with evidence of credentials)

Other health services	<ul style="list-style-type: none"> • Remedial massage • Acupuncture 	<ul style="list-style-type: none"> • Diploma of Remedial Massage • AHPRA registration (Chinese medicine practitioner)
Trades	<ul style="list-style-type: none"> • Building • Concreting • Plumbing • Carpentry • Electrical 	<ul style="list-style-type: none"> • Relevant licence/s⁴ • Relevant contract⁴ • Relevant insurances⁴
Meal Services	Meal preparation (including special diets for health, religious, cultural, or other reasons) Meal delivery services (excluding the cost of food)	<ul style="list-style-type: none"> • Price Breakdown • Food Safety Certificate
Transport Services ⁵	Arranged Transport services only	<ul style="list-style-type: none"> • Statutory Declaration

⁴ Requirements vary depending on the state or territory in which the works are completed.

⁵ Sole traders providing transport services must submit the mandatory documents, along with a copy of their driver's licence and comprehensive car insurance.

Disclaimer: The information provided herein is intended as a general guide and should not be taken as definitive or legally binding. For a complete understanding of the services being delivered and to ensure full compliance with all applicable requirements, it is essential to consult with Trilogy Care's compliance team. Service Providers must satisfy all requirements prior to any work being undertaken.