

 Saskatchewan Ministry of Health Drug Plan and Extended Benefits Branch Policy	Section: <i>Pharmacy Professional Services</i>	Reference
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		Revised June 3, 2021

COVID-19 IMMUNIZATION PROGRAM (CIP)

POLICY and PROCEDURES

POLICY

- Effective April 26, 2021 the Drug Plan and Extended Benefits Branch (DPEBB) will pay a COVID-19 Immunization Fee (CIF) to pharmacies according to Table 1 (Billing Threshold/Limitations) commencing on the official start date of the Saskatchewan Ministry of Health COVID-19 Immunization Program when publicly funded COVID-19 vaccine is administered:
 1. By a licensed pharmacist, pharmacy extended intern, pharmacy student or licensed pharmacy technician according to the *Regulatory Bylaws of the Saskatchewan College of Pharmacy Professionals (SCPP)*, or other identified immunizers under *The Disease Control (COVID-19) Amendment Regulations, 2021*;
 2. As part of the Saskatchewan Ministry of Health COVID-19 Immunization Program;
 3. Within the physical space of a licensed pharmacy or alternate location*, in congregate living settings, during home visits and for socially vulnerable populations (i.e., homeless shelters);
 4. To an eligible patient;
 5. By injection; and
 6. By a licensed pharmacist who has achieved SCPP's Advanced Method Certification, a pharmacy extended intern or a pharmacy student who has achieved SCPP's Advanced Method Student Certification, a licensed pharmacy technician who has achieved SCPP's Advanced Method Technician Certification, or other identified immunizers under *The Disease Control (COVID-19) Amendment Regulations, 2021*.
- * **Alternate location** - During the current COVID-19 pandemic, pharmacies are permitted to provide the publicly funded COVID-19 vaccine in alternate locations outside of the pharmacy (i.e., a vacant storefront in a shopping centre, an open space outside of the pharmacy within a shopping centre, or a vacant building in another location) when the alternate location is not in use for other purposes. Other alternate locations may be considered if identified and discussed with the Ministry of Health.

Congregate Living Settings - For the purpose of publicly funded COVID-19 vaccine administration, Congregate Living Settings are defined as for profit or not for profit public or privately owned buildings (e.g., which house residents who may have mobility, accessibility and/or cognitive challenges). They may or may not be licensed by the Government of Saskatchewan. These settings do not receive contracted or ongoing services from public health or other Athabasca Health Authority (AHA), Saskatchewan Health Authority (SHA), or First Nations Jurisdictions (FNJs) health practitioners and have no operational affiliation to the AHA, SHA, or FNJ (i.e., are not an AHA, SHA, FNJ or Affiliate facility). Examples of congregate living settings in Saskatchewan include assisted living/seniors' independent housing and group homes.

Home Visits - The intent of off-site home visits by community pharmacists is to provide enhanced accessibility to those patients at high-risk of COVID-19 complications and who may have mobility issues or cognitive deficits.

- The DPEBB pays 100% of the CIF for eligible patients.
- The CIF payment remunerates the pharmacy for all activities/expenses related to provision of the service (e.g., patient assessment, administration of the COVID-19 vaccine, monitoring the patient, drugs and supplies used to manage adverse events following immunization and required record-keeping).
- The Federal Government pays the costs of the publicly funded COVID-19 vaccine, ancillary supplies and their distribution to the provinces and territories.
- The DPEBB pays the cost of distribution of the vaccine and ancillary supplies to pharmacies participating in the CIP.
- Failure to comply with the requirements of the CIP may result in the pharmacy's participation in the CIP being cancelled.
- **No incentives shall be provided** by the Proprietor or an agent on behalf of the Proprietor to any other person in relation to the provision of publicly funded COVID-19 vaccine immunization. ***"Incentives" means any money, gifts, donations to a charity, rebates, refunds, customer loyalty programs, points, coupons, discounts, goods and/or rewards which can be redeemed for a gift or other benefit.***

PURPOSE

- To increase access for Saskatchewan residents to COVID-19 immunizations within the Province's COVID-19 Immunization Program.

LEGISLATIVE AUTHORITY

- *The Disease Control (COVID-19) Amendment Regulations, 2021*
- *The Health Administration Act, (Saskatchewan)*
- *The Pharmacy and Pharmacy Disciplines Act, 2015*
- *The Prescription Drugs Act (Saskatchewan)*

ELIGIBLE PATIENTS

- An eligible patient under the CIP is a resident of Saskatchewan with a valid Saskatchewan Health Services card that meets the current provincial sequencing requirements of the available COVID-19 vaccine as described in the Saskatchewan COVID-19 Immunization Delivery Plan.

PROCEDURES

The Pharmacist will:

- Adhere to the *Regulatory Bylaws of the Saskatchewan College of Pharmacy Professionals (SCPP)*.
- Adhere to management of biological products procedures and guidelines as stated in the Saskatchewan Immunization Manual, Chapter 9 Management of Biological Products.
<https://www.ehealthsask.ca/services/Manuals/Documents/Ch.%209%20Management%20of%20Bio%20Prods.Aug%202018.pdf>
- Adhere to the cold chain and wastage management work standards available on the COVID-19 Immunization Manual
<https://www.ehealthsask.ca/services/Manuals/Pages/COVID-19.aspx>
- Report all cold chain break incidents for publicly funded COVID-19 vaccine immediately upon discovery as per requirements set out in the COVID-19 Immunization Manual.
<https://www.ehealthsask.ca/services/Manuals/Pages/COVID-19.aspx>
- Report all COVID-19 vaccine wastage for publicly funded COVID-19 vaccine as per requirements set out in the COVID-19 Immunization Manual.
<https://www.ehealthsask.ca/services/Manuals/Pages/COVID-19.aspx>
- Adhere to the privacy obligations associated with the Panorama public health information system.
<https://pubsaskdev.blob.core.windows.net/pubsask-prod/76006/Panorama-Privacy-Information-June-2020.pdf>
- Complete all required program registration including the COVID-19 Vaccine Provider Application Form, the Pharmacy Refrigerator Vaccine Storage and Handling Checklist, the Frozen Vaccine Storage and Handling Checklist (if applicable) and the Alternate Locations Registration form (if applicable).
<https://formulary.drugplan.ehealthsask.ca/COVIDImmunizationProgram>
- Confirm patient eligibility.
- Prior to administering the COVID-19 vaccine, have discussions with their patient, review the patient's Pharmaceutical Information Program (PIP) profile and the immunization record in the eHR Viewer to confirm whether the patient has previously received a publicly funded COVID-19 vaccine.
- Refer all patients who do not have valid Saskatchewan health services card, and out-of-province individuals to their local SHA public health office for COVID-19 vaccine.

- <https://formulary.drugplan.ehealthsask.ca/PDFs/Appendix9-2019-20.pdf>
- Document the patient interaction using the SPP and Saskatchewan Immunization Manual record-keeping requirements.
- <https://formulary.drugplan.ehealthsask.ca/COVIDImmunizationProgram>
- Obtain and document informed written consent to receive this service from the patient or patient's representative and, if applicable, obtain written consent to share the information gathered therein with a patient representative or health care practitioner within their circle of care. **During the current COVID-19 pandemic**, pharmacists are permitted to obtain informed **verbal** consent. All documentation for verbal consent **MUST** clearly indicate that the consent was obtained verbally.
- Identify all of the following and record in the Ministry of Health Vaccine Risk Factor Portal prior to adjudicating the single claim for the vaccine product and the CIF.
 - Health Care Worker – SHA (i.e. staff employed by the SHA)
 - Health Care Worker – Non-SHA (e.g. dentist in a private clinic, nurse at a private physician clinic, community pharmacist)
 - Health Care Worker – SHA LTC (i.e. staff working at a LTC facility operated by the SHA)
 - Health Care Worker – Non-SHA LTC (i.e. staff working at privately operated or affiliated LTC facilities)
 - Health Care Worker – Personal Care Homes (i.e. staff working at a personal care home)
 - Personal Care Home Resident (i.e. resident of a personal care home)
- Review the Ministry of Health Vaccine Risk Factor Portal- User Guide .
- <https://formulary.drugplan.ehealthsask.ca/COVIDImmunizationProgram>
- Report vaccine wastage immediately to the Ministry of Health using the form available in the [COVID-19 Immunization Manual](#)
- Report any cold chain breaks immediately to the Ministry of Health for determination of vaccine viability using the form available in the [COVID-19 Immunization Manual](#)
- Review the Cold Chain Management and Wastage section in the [COVID-19 Immunization Manual](#)
- Record the receipt of all COVID-19 vaccine products from Saskatchewan wholesalers, and the daily utilization of vaccine into the provincial Vaccine Distribution Tracking System (VDTS) by midnight each night.
- Review the Provincial VDTS – User Guide.
- <https://formulary.drugplan.ehealthsask.ca/COVIDImmunizationProgram>
- Store all documents for future use in a secure manner for a period of seven (7) years from the date of provision of the service.
- The Ministry of Health COVID-19 vaccine specific Fact Sheet and After Care Sheet are to be made available to each individual to whom a COVID-19 vaccine is administered.
- <https://www.ehealthsask.ca/services/Manuals/Pages/COVID-19.aspx>

- The Ministry of Health wallet card, as a record of immunization, is to be made available to each individual to whom a COVID-19 vaccine is administered.
- Ensure the COVID-19 vaccine product record is submitted to the Pharmaceutical Information Program (PIP). PIP CeRx integrated pharmacies must ensure the COVID-19 vaccine product record is successfully transmitted to the PIP. COVID-19 vaccine product records from non-integrated pharmacies will be transmitted to the PIP via the DPEBB claims adjudication system.
- Report **immediately** to local public health (**NOT** the Ministry of Health) Adverse Events Following Immunization (AEFIs), and Adverse Events of Special Interest (AESI) using the AEFI reporting form for publicly funded COVID-19 vaccine as per requirements set out in the Chapter 11 of the *Saskatchewan Immunization Manual*.
<https://www.canada.ca/content/dam/phac-aspc/documents/services/immunization/ae-fi-form-july23-2020-eng.pdf>

The Pharmacy will:

- Submit a **single** transaction for the record of the COVID-19 vaccine product, **and** the claim for the CIF electronically for adjudication to DPEBB **on the date of the immunization service as seen in Table 1**.
- Submit the claim with the prescriber required to be a pharmacist who has completed Advanced Method Certification for pharmacists (i.e., certification for pharmacist to administer drugs including vaccines by injection).
- Adjudicate benefit service as a one (1) day supply.
- Develop a process to document attendees (including location, client name, contact information and in/out times) at the location on a daily basis. This must be developed and implemented in order to facilitate contact tracing should a COVID-19 positive client attend the location. This documentation must be available, upon request by public health, whether the vaccine is administered at the pharmacy or in an alternate location separate from the pharmacy.
- Develop a process to ensure that all attendees undergo screening for COVID-19.
- **Paper claims will not be accepted.**

The Drug Plan and Extended Benefits Branch will:

- Provide pharmacies with vaccine and ancillary supply distribution information.
- Update Table 1 and Table 2 of the CIP Policy when necessary and distribute to pharmacies.
- Remunerate pharmacies the CIF upon receipt of the electronic claim.
- Establish additional record-keeping requirements for the CIP as required.
- Request and review all documentation to confirm pharmacists and pharmacies have adhered to the CIP Policy and Procedures. All forms may be requested.
- Recover the CIF if the DPEBB determines, based on its review, there was inappropriate submission for this fee.

BILLING PROCEDURE

1. Provide the vaccination and submit the record of the COVID-19 vaccine product administered using the product DIN listed in Table 2.
2. The record of the COVID-19 vaccine product administered, which is part of the CIF claim, must be **submitted for adjudication** to DPEBB as a **single transaction** on the **same day** as the COVID-19 vaccine administration.

- The DPEBB pays 100% of the CIF to the pharmacy
- Ensure the following fields are completed as follows:
 - **PATIENT IDENTIFIER** = nine-digit Health Services Number (HSN)
 - **DISPENSING DATE** = date of the vaccination (i.e., April 29, 2021)
 - **RX NUMBER** = enter the sequential RX#
 - **HEALTH PROVIDER ORGANIZATION ID** = SKCP
 - **HEALTH PROVIDER ID** = Pharmacist ID number (e.g., D1234)
 - **PHARMACIST ORGANIZATION ID** = SK
 - **PHARMACIST ID** = Pharmacist ID number (e.g., D1234)
 - **DIN** = enter the DIN (from Table 2)
 - **COMPOUNDING FEE (CF)** = \$0.00
 - **COMPOUND NAME** = blank
 - **QUANTITY (QTY)** = 1
 - **DAYS SUPPLY** = 1
 - **ACQUISITION COST (AC)** = \$20.00
 - **DISPENSING FEE (DF)** = \$0.00
 - **MARKUP** = 00 / 00 / 00
 - **TOTAL RX COST** = \$20.00
 - **PATIENT PAID** = \$0.00
 - **ADJUDICATION FLAG** = Y

- Please note: the DPEBB will not accept paper claims for the CIF.
- If you are unable to submit either the record of the Covid-19 vaccine administered or the CIF electronically through your Practice Management System, please use the secure DPEBB **WEB page** by logging on to <https://www.drugplan.health.gov.sk.ca> .
- If you are not sure how to install the WEB certificate, please contact your software vendor.

Table 1: COVID-19 Immunization Billing Threshold/Limitations

Service	Billing Threshold/Limitation
AstraZeneca COVID-19 Vaccine® multidose vial of ten (10) doses (DIN 02510847) and multidose vial of eight (8) doses (DIN 02511444)	Maximum of TWO (2) claims in a 365 day period per patient. <ul style="list-style-type: none"> • The two AstraZeneca vaccine doses are to be administered no less than 28 days apart Must be submitted as a Quantity of ONE (1) .
COVID-19 Moderna® Vaccine (DIN 02510014)	Maximum of TWO (2) claims in a 365 day period per patient. <ul style="list-style-type: none"> • The two Moderna vaccine doses are to be administered no less than 21 days apart Must be submitted as a Quantity of ONE (1) .
Covishield Vaccine® (DIN 02512947)	Maximum of TWO (2) claims in a 365 day period per patient. <ul style="list-style-type: none"> • The two Covishield vaccine doses are to be administered no less than 28 days apart Must be submitted as a Quantity of ONE (1) .
Janssen COVID-19 Vaccine® (DIN 02513153)	Maximum of ONE (1) claim in a 365 day period per patient. Must be submitted as a Quantity of ONE (1) .
Pfizer - BioNTECH COVID-19 Vaccine® (DIN 02509210)	Maximum of TWO (2) claims in a 365 day period per patient. <ul style="list-style-type: none"> • The two Pfizer vaccine doses are to be administered no less than 21 days apart Must be submitted as a Quantity of ONE (1) .

Table 2: COVID-19 Vaccine Information for Saskatchewan Pharmacists 2021-22

Eligibility (Based on the current provincial age sequencing requirements)	AstraZeneca COVID-19 Vaccine® - Saskatchewan residents with a valid Health Services card, forty (40) years of age and older.	
	COVID-19 Vaccine Moderna® – Saskatchewan residents with a valid Health Services card, eighteen (18) years of age and older.	
	Covishield Vaccine®- Saskatchewan residents with a valid Health Services card, forty (40) years of age and older.	
	Janssen COVID-19 Vaccine® - Saskatchewan residents with a valid Health Services card, eighteen (18) years of age and older.	
	Pfizer-BioNTECH® COVID-19 Vaccine® - Saskatchewan residents with a valid Health Services card, twelve (12) years of age and older.	
COVID-19 Immunization Start Date	April 26, 2021	
COVID Vaccine Product(s)	AstraZeneca COVID-19 Vaccine® multidose vial of ten (10) doses (DIN 02510847) and multidose vial of eight (8) doses (DIN 02511444)	
	COVID-19 Vaccine Moderna® multidose vial (DIN 02510014)	
	Covishield Vaccine® multi dose vial (DIN 02512947)	
	Janssen COVID-19 Vaccine® multidose vial (DIN 02513153)	
	Pfizer-BioNTECH® COVID-19 Vaccine® multidose vial (DIN 02509210)	
Daily Distribution Limits	To be provided in a future DPEBB Distribution Bulletin	
Billing Requirements	Provide the COVID-19 vaccination and submit the record of the COVID-19 vaccine product administered as part of the claim for CIF electronically for adjudication to DPEBB as a single transaction on the date of the immunization service.	
Reporting to Government	Ministry of Health - Vaccine Risk Factor Portal	Report all of the identified risk factors in the Ministry's Vaccine Risk Factor Portal prior to adjudicating the single claim for the vaccine product and the CIF. https://vaccineriskfactor.drugplan.ehealthsask.ca/
	Provincial Vaccine Distribution Tracking System (VDTS)	Record the receipt of all COVID-19 vaccine product from Saskatchewan pharmacy wholesalers, the daily administration of COVID-19 vaccine and into the provincial https://vdt.ehealthsask.ca/my.policy VDTS- User Guide https://formulary.drugplan.ehealthsask.ca/COVIDImmunizationProgram
	Adverse Events Following Immunization (AEFIs)	Report immediately to local SHA public health (NOT the Ministry of Health) as set out in Chapter 11 of the <i>Saskatchewan Immunization Manual</i> . https://www.canada.ca/content/dam/phac-aspc/documents/services/immunization/aefi-form-july23-2020-eng.pdf
	Cold chain breaks	Report immediately upon discovery to Population Health Branch (PHB), Saskatchewan Ministry of Health as set out in the COVID-19 Immunization Manual. https://www.ehealthsask.ca/services/Manuals/Pages/COVID-19.aspx
	COVID-19 vaccine wastage	Report all wasted COVID-19 vaccine doses ASAP to PHB, Saskatchewan Ministry of Health as set out in the COVID-19 Immunization Manual. https://www.ehealthsask.ca/services/Manuals/Pages/COVID-19.aspx