

 <p>Saskatchewan Ministry of Health Drug Plan and Extended Benefits Branch Policy</p>	<p>Section:</p> <p><i>Pharmacy Professional Services</i></p>	<p>Reference DP-PPS-4</p>
		<p>Date of Issue October 1, 2015</p>
		<p>Revised September 18, 2020 October 16, 2019 September 17, 2018</p>

INFLUENZA IMMUNIZATION PROGRAM (IIP)

POLICY and PROCEDURES

POLICY

- Effective October 19, 2020, the Drug Plan and Extended Benefits Branch (DPEBB) will pay an Influenza Immunization Fee (IIF) to pharmacies according to Table 1 (Influenza Immunization Billing Code and Billing Threshold/Limitations) commencing on the official start date of the Saskatchewan Ministry of Health Influenza Immunization Program when publicly funded influenza vaccine is administered:
 1. By a licensed pharmacist according to the *Regulatory Bylaws of the Saskatchewan College of Pharmacy Professionals (SCPP)*;
 2. As part of the Saskatchewan Ministry of Health Influenza Immunization Program;
 3. Within the physical space of a licensed pharmacy or alternate location*, in congregate living settings, licensed personal care homes, 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.

* **Alternate location - New For 2020-2021 annual Seasonal Influenza Immunization Program.** During the current COVID-19 pandemic, pharmacies are permitted to provide the publicly funded influenza 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 influenza 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.

Licensed Personal Care Homes (PCH) – For the purpose of publicly funded influenza administration, including high dose influenza vaccine, licensed PCH are privately owned and operated facilities that offer accommodation, meals and supervision or assistance with personal care to people who generally do not need or do not want the level of health services provided in publicly subsidized special-care homes. It is the combination of providing both accommodation and care that makes a facility a PCH. PCH are licensed and monitored by the Ministry of Health.

The list of licensed PCH in Saskatchewan is available at

<http://personalcarehomes.saskatchewan.ca/PersonalCareHomes/Table>

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

- The IIF amount is listed in Schedule “B” of the current Proprietor Agreement. DPEBB pays 100% of the IIF for eligible patients.
- The IIF payment remunerates the pharmacy for all activities/expenses related to provision of the service (e.g., patient assessment, supplies, administration of the influenza vaccine, monitoring the patient, drugs and supplies used to manage adverse events following immunization and required record-keeping).
- The Ministry pays the costs of the publicly funded influenza vaccine and its distribution.
- Failure to comply with the requirements of this IIP Policy may result in the pharmacy's participation in the IIP 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 influenza 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 influenza vaccinations within the Province's Influenza Immunization Program.

LEGISLATIVE AUTHORITY

- *The Health Administration Act, (Saskatchewan)*
- *The Pharmacy and Pharmacy Disciplines Act, 2015*
- *The Prescription Drugs Act (Saskatchewan)*

ELIGIBLE PATIENTS

- An eligible patient under the IIP is a resident of Saskatchewan five (5) years of age and older with a valid Saskatchewan health services card.

PROCEDURES

The Pharmacist will:

- Adhere to the *Regulatory Bylaws of the Saskatchewan College of Pharmacy Professionals (SCPP)*.
- Adhere to the requirements for the Ministry's Influenza Immunization Program listed in the annual *Saskatchewan Influenza Immunization Policy (SIIP)*.
- 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 privacy obligations associated with the Panorama public health information system. www.saskatchewan.ca/immunize
- Complete all required program registration including the DPEBB Influenza Immunization Program Registration, the Vaccine Provider Application form and the Pharmacy Vaccine Storage and Handling Checklist.
<http://formulary.drugplan.ehealthsask.ca/InfluenzaImmunizationProgram>
- Confirm patient eligibility.
- Refer all patients who do not have valid Saskatchewan health services card, children under the age of 5 years, patients requesting thimerosal-free influenza vaccinations and out-of-province individuals to their local SHA public health office for influenza vaccination.
- Document the patient interaction using the SCPP and SIIP record-keeping requirements.
<http://formulary.drugplan.ehealthsask.ca/InfluenzaImmunizationProgram>
- 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. **NEW - 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.
- 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 Influenza Fact Sheet is to be made available to each individual to whom an influenza vaccine is administered.
- The Ministry of Health wallet card, as a record of immunization, is to be made available to each individual to whom an influenza vaccine is administered.

- Ensure the influenza vaccine product record is submitted to the Pharmaceutical Information Program (PIP). PIP CeRx integrated pharmacies must ensure the influenza vaccine product record is successfully transmitted to the PIP. Influenza vaccine product records from non-integrated pharmacies will be transmitted to the PIP via the Drug Plan claims adjudication system.
- Ensure the influenza product administered to children five to eight years of age is recorded on the *Notification of Vaccine Administration* form as per requirements set out in the annual SIIP. **New for 2020-2021** - This form **MUST** be completed and forwarded within **three business days** of administering the vaccine to the **DPEBB** for entry into the client record within the Panorama Immunization Module.
<http://formulary.drugplan.ehealthsask.ca/InfluenzaImmunizationProgram>
- Report all Adverse Events Following Immunization (AEFIs) for publicly funded influenza vaccine as per requirements set out in the annual SIIP.
<https://www.canada.ca/content/dam/phac-aspc/documents/services/immunization/aefi-form-july23-2020-eng.pdf>
- Report all cold chain break incidents for publicly funded influenza vaccine immediately upon discovery as per requirements set out in the annual SIIP.
<http://formulary.drugplan.ehealthsask.ca/InfluenzaImmunizationProgram>
- Report all influenza vaccine wastage for publicly funded influenza vaccine as per requirements set out in the annual SIIP.
<http://formulary.drugplan.ehealthsask.ca/InfluenzaImmunizationProgram>

The Pharmacy will:

- Order the publicly funded seasonal influenza vaccine from a participating Saskatchewan wholesaler.
- Submit the record of the influenza vaccine product administered electronically for capture to DPEBB **on the date of the immunization service**. This must be submitted before submitting the IIF claim.
- Submit the claim for the IIF electronically to DPEBB on the same day as the influenza vaccine record using the appropriate pseudoDIN listed in Table 1.
- Submit the same prescriber (i.e., pharmacist) in both the record of the influenza vaccine product administered and in the IIF claim. The prescriber must be a pharmacist who has completed Advanced Method Certification for pharmacists (e.g., certification for pharmacist to administer drugs including vaccines by injection).
- Adjudicate benefit service as a one (1) day supply.
- **NEW** - 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.

- **Paper claims will not be accepted.**

The Drug Plan and Extended Benefits Branch will:

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

BILLING PROCEDURE

1. Provide the influenza vaccination and submit the record of the influenza vaccine product administered electronically for capture to DPEBB on the date of the influenza immunization service using the product DIN listed in Table 2.
2. Submit the claim for the IIF electronically to DPEBB on the same day as the influenza vaccine record, using the appropriate pseudoDIN.
3. Billing should occur on a real-time basis and use the appropriate Immunization Billing Code listed in Table 1.

Step 1: Record of the Influenza Vaccine Product Administered

- The record of the influenza vaccine product administered must be **submitted for capture** according to current DPEBB submission requirements.
- The record of the influenza vaccination product administered must be submitted before the IIF.
- Ensure the following fields are completed as follows:
 - **PATIENT IDENTIFIER** = nine-digit Health Services Number (HSN)
 - **DISPENSING DATE** = date of the vaccination (i.e., October 19, 2020)
 - **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)** = \$0.00
 - **DISPENSING FEE (DF)** = \$0.00
 - **MARKUP** = 00 / 00 / 00
 - **TOTAL RX COST** = \$0.00
 - **PATIENT PAID** = \$0.00
 - **ADJUDICATION FLAG** = Y/N

Step 2: Influenza Immunization Fee (IIF)

- The IIF must be **submitted the same day** as the influenza vaccine record.
- The DPEBB pays 100% of the IIF to the pharmacy.
- Ensure the following fields are completed as follows:
 - **PATIENT IDENTIFIER** = nine-digit Health Services Number (HSN)
 - **DISPENSING DATE** = date of the Influenza Immunization Fee (i.e., October 19,2020)
 - **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 pseudoDIN (see Table 1)
 - **COMPOUNDING FEE (CF)** = \$0.00
 - **COMPOUND NAME** = blank
 - **QUANTITY (QTY)** = 1 **refer to limitations according to Table 1
 - **DAYS SUPPLY** = 1
 - **ACQUISITION COST (AC)** = \$13.00
 - **DISPENSING FEE (DF)** = \$0.00
 - **MARKUP** = 00 / 00 / 00
 - **TOTAL RX COST** = \$13.00
 - **PATIENT PAID** = \$0.00
 - **ADJUDICATION FLAG** = Y

- Please note: DPEBB will not accept paper claims for the IIF.
- If you are unable to submit either the record of the influenza vaccine administered or the IIF 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: Influenza Immunization Billing Code (Fee/Limitations)

Billing Code (pseudoDIN)	Service	Billing Threshold/Limitation
00951105 00951107 00951108 00951453	Influenza Immunization – On Site Influenza Immunization – Off Site Influenza Immunization – 5 to 8 YRS Influenza Immunization – Personal Care Home Residents 65 YRS and older	<p>Maximum of ONE (1) claim in a 192 day period per patient.</p> <p>Exception: Children 5 to 8 years of age (<9 years old) who have not previously received influenza vaccine. Maximum of TWO (2) claims in a 162 day period per patient with a minimum interval of four weeks between claims.</p> <p>Pharmacies can submit claims between October 19, 2020 and March 31, 2021.</p> <p>Exception: Children requiring two doses that have received their first dose on or prior to March 31, 2021 are eligible to receive their second dose until April 30, 2021.</p> <p>Must be submitted as a Quantity of ONE (1).</p>

Table 2: Seasonal Influenza Vaccine Information For Saskatchewan Pharmacists 2020-2021

Eligibility	Saskatchewan residents five (5) years of age and older with a valid Saskatchewan Health Services card	
Influenza Immunization Season	October 19, 2020 – March 31, 2021	
Influenza Vaccine Product(s)	FluLaval® Tetra DIN 02420783 multidose vial, FLUZONE® QUADRIVALENT DIN 02432730 multidose vial, Fluzone® High-Dose DIN 02445646 pre-filled syringe.	
Daily Ordering Limits (excludes Fluzone® High-Dose)	Order minimum	1 unit = one 10-dose vial
	Order maximum	7 Units (70 doses)
Billing Requirements	Provide vaccination and submit the record of the influenza vaccine product administered electronically for capture to DPEBB on the date of the immunization service using the product DIN.	
	Submit the claim for the IIF electronically to DPEBB on the same day as the influenza vaccine record using the appropriate pseudoDIN (see Table 1).	
Reporting to Government	Notification of Vaccine Administration	Submit Notice of Vaccine Administration form to the DPEBB within three business days of vaccine administration to all children 5 to 8 years of age as set out in the <i>2020-2021 Saskatchewan Influenza Immunization Policy</i> . http://formulary.drugplan.ehealthsask.ca/InfluenzaImmunizationProgram
	Adverse Events Following Immunization (AEFIs)	Report immediately to local SHA public health (NOT the Ministry of Health) as set out in the <i>2020-2021 Saskatchewan Influenza Immunization Policy</i> . https://www.canada.ca/content/dam/phac-aspc/documents/services/immunization/aefi-form-july23-2020-eng.pdf
	Cold chain breaks	Report immediately upon discover to Population Health Branch (PHB), Saskatchewan Ministry of Health as set out in the <i>2020-2021 Saskatchewan Influenza Immunization Policy</i> . http://formulary.drugplan.ehealthsask.ca/InfluenzaImmunizationProgram
	Influenza vaccine wastage	Report all wasted influenza vaccine doses to PHB ASAP , Saskatchewan Ministry of Health as set out in the <i>2020-2021 Saskatchewan Influenza Immunization Policy</i> . http://formulary.drugplan.ehealthsask.ca/InfluenzaImmunizationProgram