

 Saskatchewan Ministry of Health Drug Plan and Extended Benefits Branch Policy	Section: <i>Pharmacy Professional Services</i>	Reference DP-PPS-4
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INFLUENZA IMMUNIZATION PROGRAM (IIP) POLICY and PROCEDURES		

POLICY

- The Drug Plan and Extended Benefits Branch (DPEBB) will pay an Influenza Immunization Fee (IIF) to community pharmacies **according to Appendix I: Influenza Immunization Billing-Threshold/Limitations** under the Influenza Immunization Program, when publicly funded influenza vaccine is administered:
 1. By an authorized immunizer according to the *Regulatory Bylaws of the Saskatchewan College of Pharmacy Professionals (SCPP)* or other identified immunizer(s) authorized by the Minister of Health or Designate;
 2. As part of the Saskatchewan Ministry of Health Influenza Immunization Program (IIP) and in accordance with the dates of the IIP as communicated to pharmacies by the Ministry of Health;
 3. Within the physical space of a licensed pharmacy, or outside of a pharmacy as defined in **Appendix II: Definition of Alternate Location, Congregate Living Setting, Licensed Personal Care Home (PCH) and Home Visit for Publicly Funded Vaccine;**
 4. To an eligible patient; and
 5. By injection.
- Authorized immunizers are permitted to begin vaccinating eligible patients, and pharmacies may begin to submit claims once authorized by the Drug Plan and Extended Benefits Branch (DPEBB).
- 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 and expenses related to provision of the service (e.g., patient assessment, supplies, personal protective equipment, administration of the influenza vaccine, monitoring the patient, medications and supplies used to manage adverse events following immunization, required record-keeping, etc.).
- 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 immunizations 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)*
- *The Public Health Act, 1994*

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 Authorized Immunizer will:

- Adhere to the *Regulatory Bylaws of the Saskatchewan College of Pharmacy Professionals* or their professional College's Legislation and Regulatory Bylaws when administering influenza vaccine.
- Confirm that the pharmacist has completed the patient assessment as outlined below and obtained informed consent prior to administration of the influenza vaccine.
- Refer all patients who do not have a valid Saskatchewan health services card, children under the age of five (5) years, patients requesting thimerosal-free influenza vaccinations and out-of-province individuals to a local Saskatchewan Health Authority (SHA) public health office for influenza vaccination.
- 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: Saskatchewan Immunization Manual
<https://www.ehealthsask.ca/services/Manuals/Documents/sim-chapter9.pdf>
- Be familiar with the privacy information associated with the Panorama public health information system.
<https://publications.saskatchewan.ca/api/v1/products/68392/formats/76006/download>

The Pharmacist will:

- Confirm patient eligibility.
- Refer all patients who do not have a valid Saskatchewan health services card, children under the age of five (5) years, patients requesting thimerosal-free influenza vaccinations and out-of-province individuals to a local Saskatchewan Health Authority (SHA) public health office for influenza vaccination.
- Obtain and document informed written or verbal consent to receive this service from the patient or patient's representative and, if applicable, obtain written or verbal consent to share with individual(s) that are needing to know this information (e.g. patient representative or health care practitioner).
- All documentation for verbal consent **MUST** clearly indicate that the consent was obtained verbally.
- Prior to administering the influenza vaccine, discuss vaccination with the patient (or representative), review the patient's Pharmaceutical Information Program (PIP) profile and the immunization record in the Electronic Health Record (EHR) Viewer to confirm vaccination status.
- Document the patient interaction using general record keeping as per SSCP and SIM requirements.
https://saskpharm.ca/document/3614/REF_Injection_Admin_Guidelines.pdf
<https://www.ehealthsask.ca/services/manuals/Documents/sim-chapter4.pdf>
- Report **immediately** to local public health (**NOT** the Ministry of Health) Adverse Events Following Immunization (AEFIs), reporting form for publicly funded influenza vaccine as per requirements set out in Chapter 11 of the *Saskatchewan Immunization Manual*.
<https://www.canada.ca/content/dam/phac-aspc/documents/services/immunization/aefi-form-july23-2020-eng.pdf>

The Pharmacy will:

- Complete all required program registration and requirements as set out by DPEBB
- 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.
https://www.saskpharm.ca/document/5233/REF_Record_Keeping_Requirements_2019_0919.pdf
- Make available, if requested, the Ministry of Health Influenza Vaccine Fact Sheet to whom an influenza vaccine is administered.
<https://www.saskatchewan.ca/residents/health/accessing-health-care-services/immunization-services/immunization-forms-and-fact-sheets>
- Ensure the influenza vaccine product record is submitted to the 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.
- Report all cold chain break incidents for publicly funded influenza vaccine immediately upon discovery as per requirements set out in the annual SIIP (Page 11 and Appendix 3 and 4). Cold Chain Break Form:
<https://www.ehealthsask.ca/services/Manuals/Documents/Cold-Chain-Break-Form-fillable.pdf>

- Report all influenza vaccine wastage for publicly funded influenza vaccine as per requirements set out in the annual SIIP (Page 12 and Appendix 5). Product Wastage Report: <https://www.ehealthsask.ca/services/Manuals/Documents/Product-Wastage-Report-Form-fillable.pdf>
- Order the publicly funded seasonal influenza vaccine from a participating Saskatchewan wholesaler.
- Submit as a **single** transaction the record of the influenza vaccine product, **and** the claim for the IIF electronically for adjudication to the DPEBB **on the date of the immunization service** as per Table I. The influenza vaccine product DINs are listed in Appendix I.
- Submit the claim with the pharmacist with Advanced Method Certification who administered or supervised the administration of the injection as the provider in the IIF claim.
- Adjudicate benefit service as a one (1) day supply.
- **Paper claims will not be accepted.**
- Provide documentation upon DPEBB's request as part of its review of adherence to the IIP within 2 business days. All forms may be requested.

The Drug Plan and Extended Benefits Branch will:

- Provide all required registration documents.
- Provide authorized immunizers with the annual SIIP and IIP.
- Provide authorized immunizers with vaccine ordering and distribution information.
- Update Table 1, Table 2, and Appendix I 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 that authorized immunizers, pharmacists, and pharmacies have adhered to the IIP Policy and Procedures.
- Recover the IIF if the DPEBB determines, based on its review, there was inappropriate submission for this fee.

Table 1: Billing Procedure

1. Provide the vaccination and submit the record of the influenza vaccine product using the product DIN under the prescriber who has completed Advanced Method Certification (AMC) for pharmacists.
 2. The record of the influenza vaccine product administered, which is part of the Influenza Immunization Fee (IIF) claim, must be **submitted for adjudication** to DPEBB as a **single transaction** on the **same day** as the influenza vaccine administration.
- 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 vaccination (i.e., October 14, 2025)
 - **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 of influenza vaccine product*
 - **COMPOUNDING FEE (CF)** = \$0.00
 - **COMPOUND NAME** = blank
 - **QUANTITY (QTY)** = 1
 - **DAYS SUPPLY** = 1
 - **ACQUISITION COST (AC)** = \$14.00
 - **DISPENSING FEE (DF)** = \$0.00
 - **MARKUP** = 00 / 00 / 00
 - **TOTAL RX COST** = \$14.00
 - **PATIENT PAID** = \$0.00
 - **ADJUDICATION FLAG** = Y
- Please note: the 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 2: Seasonal Influenza Vaccine Information for Saskatchewan Pharmacists 2025-2026

Eligibility	Saskatchewan residents five (5) years of age and older with a valid Saskatchewan Health Services card.		
Influenza Immunization Season	<p>October 14, 2025* – March 31, 2026</p> <p>*Authorized immunizers may begin immunizing eligible patients and may submit claims once authorized by the DPEBB, and until March 31, 2026 for the IIP.</p>		
Influenza Vaccine Product(s)	<p>Primary Supply</p> <p>Standard Dose: GSK FLUVIRAL MDV DIN 02420686 trivalent multidose vial</p> <p>Enhanced Dose: Seqirus FLUAD Enhanced PFS DIN 02362384 trivalent prefilled syringe</p>		
Daily Ordering Limits		Standard-dose	Enhanced-dose
	Order minimum	1 unit = one 10-dose vial	1 unit = 10 pre-filled syringes
	Order maximum	7 Units (70 doses)	5 Units (50 doses)
Billing Requirements	Provide the vaccination and submit the record of the influenza vaccine product using the product DIN under the prescriber who has completed AMC for pharmacists.		
	The record of the influenza vaccine product administered, which is part of the IIF claim, must be submitted for adjudication to DPEBB as a single transaction on the same day as the influenza vaccine administration.		
Reporting Requirements	Adverse Events Following Immunization (AEFIs)	Report immediately to local SHA public health (NOT the Ministry of Health) as set out in the <i>2025-2026 Saskatchewan Influenza Immunization Policy</i> . https://www.canada.ca/content/dam/phac-aspc/documents/services/immunization/aei-form-july23-2020-eng.pdf	
	Cold chain breaks	Report immediately upon discovery to the Population Health Branch (PHB), Saskatchewan Ministry of Health as set out in the <i>2025-2026 Saskatchewan Influenza Immunization Policy</i> (Page 11 and Appendix 3 and 4). https://www.ehealthsask.ca/services/Manuals/Documents/Cold-Chain-Break-Form-fillable.pdf	
	Influenza vaccine wastage	Report all wasted influenza vaccine doses to PHB As Soon As Possible , Saskatchewan Ministry of Health as set out in the <i>2025-2026 Saskatchewan Influenza Immunization Policy</i> . (Page 12 and Appendix 5). https://www.ehealthsask.ca/services/Manuals/Documents/Product-Wastage-Report-Form-fillable.pdf	

**Appendix I:
Influenza Immunization Billing (Threshold/Limitations)**

Vaccine	Age	Dose	Billing Threshold/Limitation
GSK FLUVIRAL Multi Dose Vial (MDV) DIN 02420686	5 years of age and older	0.5ml IM	Maximum of ONE (1) claim in a 180-day period per patient. 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 150-day period per patient with a minimum interval of four weeks between claims. Must be submitted as a Quantity of ONE (1)
Seqirus FLUAD Enhanced Pre-Filled Syringe (PFS) DIN 02362384	65 years of age and older	0.5ml IM	

Authorized immunizers may begin immunizing eligible patients and submit claims once authorized by the DPEBB, and until March 31 of the influenza season for the IIP.

Exception: Children requiring two doses and that have received their first dose on or prior to March 31 of the influenza season are eligible to receive their second dose until April 30 of the current influenza season.

Appendix II:

Definition of Alternate Location, Congregate Living Setting, Licensed Personal Care Home (PCH) and Home Visit for Publicly Funded Vaccine

Alternate Location –Alternate Locations are defined as 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.

Congregate Living Settings –Congregate Living Settings are defined as for profit or not for profit public or privately owned buildings (i.e., 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) - Licensed PCHs are defined as 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 authorized immunizers is to provide enhanced accessibility to those patients at high-risk of respiratory related complications and who may have mobility issues or cognitive deficits.

Note: Pharmacies are **not authorized** to administer publicly funded vaccine at businesses and other non-public access locations. Pharmacies **are authorized** to support socially vulnerable populations (e.g., homeless shelters, foodbanks).