



Feidhmeannacht na Seirbhíse Sláinte
Health Service Executive

Feidhmeannacht na Seirbhíse Sláinte
Seirbhís Aisíocaíochta Cúraim Phríomhúil
Plás J5
Lárionad Gnó na Páirce Thuaidh
Bealach Amach 5, M50
An Bóthar Thuaidh
Fionnghlas
Baile Átha Cliath 11

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Primary Care Reimbursement Service
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Circular 27/14

23 September 2014

Participation in 2014 / 2015 Seasonal Flu Campaign

Dear Community Pharmacist,

The target population for vaccination by Community Pharmacy Contractors has been extended for the 2014 / 2015 Seasonal Flu Campaign. Community pharmacists will be eligible to vaccinate-

- **Those aged 18 years and older in the at risk groups defined as the following:**
 - A Chronic Respiratory Disease
 - AL Down Syndrome
 - B Pregnant Women
 - C Chronic Heart Disease
 - D Chronic Renal Failure
 - E Chronic Liver Disease
 - F Chronic Neurological Disease
 - G Immunosuppressed (due to disease or treatment)
 - H Household contacts or out of home carer (to persons with increased medical risk)
 - I Diabetes Mellitus
 - J Morbidly Obese
 - K Haemoglobinopathies
 - M Residents of a nursing home or other long stay facility (only when vaccinated within the Pharmacy setting)
 - N Carers
 - O People in close contact with pigs, poultry or water fowl
 - R Health Care worker – Medical/Dental
 - S Health Care worker – Nursing
 - T Health Care worker – Health and Social Staff
 - U Health Care worker – Management/Administration
 - V Health Care worker – General Support Staff
 - W Other Health Care worker

- **X Age 65 and over**

A list of the approved Vaccine Batch Numbers for the 2014/2015 Programme is attached.

Those pharmacies who registered previously **(with no changes in their contractor status in the intervening period)** with the HSE for participation in the Seasonal Flu Campaign are not required to register again as the HSE has retained your details in this regard. However, if you have signed a new contractor agreement in the intervening period, you must register again for the Vaccination service.

If your pharmacy has not registered previously, you must complete the form attached and return for the attention of Ms Kate Mulvenna at the PCRS, Exit 5 M50, North Rd., Finglas, Dublin 11.

It is necessary for the Pharmacy Contractor and the Supervising Pharmacist to sign the required confirmations before the pharmacy contractor can be added to the list of locations to which the vaccine can be delivered.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Patrick Burke', with a long horizontal flourish extending to the right.

Patrick Burke
Primary Care Reimbursement Service

Attachments (3)

Pharmacy Application Form – 2014/2015 Seasonal Flu Vaccine

I wish to apply to provide a vaccination service on behalf of the HSE for the 2014/2015 Seasonal Flu Campaign.

Name of Pharmacy Contractor: _____

Address of Pharmacy Contractor: _____

GMS No of Pharmacy Contractor: _____

I/We can confirm the following:

- | | Y/N |
|--|--------------------------|
| 1. The pharmacist professional staff administering the vaccine have completed or will have completed the requisite programmes of education and training as accredited by the PSI prior to providing the vaccination service. | <input type="checkbox"/> |
| 2. The premises where the vaccination service will be provided is deemed satisfactory for the purpose by the PSI. | <input type="checkbox"/> |
| 3. The pharmacy contractor holds professional indemnity cover to encompass this extended service which I/We will be providing under the provisions of the Pharmacy Contractor Agreement that I/We hold with the HSE. | <input type="checkbox"/> |
| 4. I/We will transmit the public health requirements of the HSE electronically in the form set out by the HSE. | <input type="checkbox"/> |
| 5. I/We will comply with all relevant HSE policies and procedures in the administration of the Seasonal Flu Vaccine. | <input type="checkbox"/> |

Signature _____ Date _____

Pharmacy Contractor

Professional

Signature _____ Reg No. _____ Date _____

Supervising Pharmacist

Influenza Programme
Approved Vaccine Batch Numbers for 2014/2015 Programme

Vaccine Type	Manufacturer	Brand Name	Batch Number	Expiry Date
Influenza	Abbott	INFLUVAC	G18N	30-Jun-2015
	Abbott	INFLUVAC	G21N	30-Jun-2015
	Abbott	INFLUVAC	G21NA	30-Jun-2015
	Abbott	INFLUVAC	G21NB	30-Jun-2015

Frequently Asked Questions

Q1. How do I access the vaccination recording web site to provide the details of vaccination services which I want to provide?

Simply go to PCRS online services page at www.pcrs.ie and to the section entitled 'Services to Pharmacy only'. Click on the link titled 'Pharmacy Application Suite'. If you have a valid 'in date' PCRS security certificate installed on your computer then you should be brought straight to the menu. Those pharmacies who registered previously **(with no changes in their contractor status in the intervening period)** with the HSE for participation in the Seasonal Flu Campaign are not required to register again as the HSE has retained your details in this regard. However, if you have signed a new contractor agreement in the intervening period, you must register again for the vaccination service.

Please note for future ease of access, you can save this Pharmacy Suite Menu as a 'Favourite' in your internet browser.

Q2. What process should I follow?

Type in the details of the proposed vaccination, then print off the paper record which the patient (or guardian) signs before providing the vaccination. This approach ensures that the proposed vaccination service has not already been provided by another health professional. It also provides confirmation to you that PCRS has validated the proposed service from a reimbursement point of view.

Q3. Where can I get training on the PCRS web site?

The web site has on screen assistance and validation to help if you forget to enter something. The web site for capturing these details is designed to minimize the time taken and is also designed to be simple to use. The on screen help and validation will ensure that you can record the necessary details.

Q4. What details do I need to provide?

You need to provide details of uptake for HSE Population Health and to support the processing and payment of claims e.g.

- a) the patient receiving the vaccination,
- b) the vaccination itself i.e. batch number and injection site,

<u>Details</u>	<u>Source</u>
Vaccination date,	User input
Vaccination batch number,	Drop down selection list
Injection site,	Drop down selection list
Cold Chain Account Number	User input

- c) any "at risk" medical condition that the patient may have,

<u>Details</u>	<u>Source</u>
Medical risk code,	Drop Down Selection List

Q5. What details do I have to capture in respect of the patient?

Enter the patient's Personal Public Service number (PPS number).

For patients in the target group, if the PPS number exists and the patient has a valid Medical Card / GP Visit Card/ Health (Amendment) Act, 1996 Card associated with this PPS number then this will be found automatically for you in most cases. The patient is entitled to free vaccination and the vaccination details submitted to PCRS are a claim for remuneration.

For patients in the target group, if the PPS number exists and no Medical Card / GP Visit Card /Health (Amendment) Act, 1996 Card is identified you will have an opportunity to input the Medical Card / GP Visit Card number / Health (Amendment) Act, 1996 Card. If Medical Card / GP Visit Card / Health (Amendment) Act, 1996 Card eligibility exists for this patient then they are entitled to free vaccination and the vaccination details submitted to PCRS are a claim for remuneration.

If the patient does not have Medical Card / GP Visit Card / Health (Amendment) Act, 1996 Card eligibility but the patient's PPS number is found then the vaccination details submitted to PCRS are simply a record in this case.

If the patient does not have Medical Card / GP Visit Card/ Health (Amendment) Act, 1996 Card eligibility and no PPS number is found, then the patient details including their PPS number should be recorded. The vaccination details submitted to PCRS are simply a record in this case also.

Finally, in a small number of cases the patient may present with their verified PPS number and it can happen that the patient details on file need to be changed. The "Override Patient Details" is used in this case to enter the patient details including their name and address. The vaccination details submitted to PCRS are simply a record in this case also.

Q6. What other details do I need to input or record?

Family Doctor Name and Address in the case of a vaccination for a Non – Medical Card Holder.

Q7. I get paid for vaccinating a Medical Card holder in the target group. Why do I need to record vaccinations provided to persons not in the target group?

Since the HSE provides the vaccine and may be required to look back it is important to capture details of **all** vaccinations. In addition, the legislation requires in the interest of public health that a record of all vaccinations is captured. Future stock distribution requirements to vaccination service providers can also be determined with reference to records of vaccinations provided.

Q8. I don't want to use the web site. Can I continue to submit manual paper claims?

Remuneration for Vaccination Services is available in respect of electronic submissions only. Manual paper claiming for vaccination services is not available. In addition to being more efficient, electronic processing will ensure services you provide are fully reimbursed. The Online System is in respect of vaccination services only and there are no changes to the arrangements for claims submission under the State Drugs Schemes which will continue uninterrupted.

Q9. What happens if the PCRS web site is down or my connection to the internet is not available?

The PCRS web site is available almost all of the time, 24 hours a day, 365 days a year. However, by way of backup, a vaccination record form will be available to download and copy. You should download this form and prepare a stock of forms as a backup to allow you provide vaccinations in the event of web site unavailability for any reason. Simply complete the form and enter the details later when the web site is available again. This form will contain the standard Data Protection notice which applies in the case of all records.

Data Protection Notice: Personal data collected by HSE PCRS is used for the purpose of providing a health service. It is required, stored, processed and disclosed to other bodies in accordance with the laws relating to proper treatment of personal data.

Extra care should be used in this case to verify the details which you will need to enter into the web site later. If some of the details are incorrect, e.g. the medical card is not valid then you will not be able to get reimbursed for this service via the web site.

Q10. Where do I get help if I have problems with PCRS web sites?

There are two elements involved in using web sites successfully. These are (a) the web site itself and (b) the browser software you are using to access the web site and your computer environment the browser is installed on.

Regarding the web site itself, PCRS is committed to announcing any planned downtime in advance to you. If there is unplanned downtime a message will be posted to this effect as soon as possible. There is a single national web site and to the extent any issue arises PCRS is generally aware of that immediately.

Regarding your browser software itself and your computer environment, you need to ensure that these components are covered with support agreements so that you have assistance readily available to you.