

# September 7, 2021, HBR Alert



## CVS Pharmacy Flu Shot Worksite Clinic Fees

Since announcing the flu shot clinic program for this fall, the State Health Plan and CVS have received multiple inquiries about the fees associated with under-participation at a Flu Shot Worksite Clinic. The information below is intended to answer your questions about the fees.

Fees for under-participation at Flu Shot Worksite Clinics are not new. They have been applied as long as the Plan has offered worksite clinics. The amount of the fees has changed slightly over time. Now however, in addition to having a fee for not meeting the minimum participation threshold, **there is also a fee for having less participants that originally planned**. But the big change is the Plan's involvement in confirming the flu shot worksite clinic and the more formal process for collecting fees.

These changes have been made to ensure the worksite and/or employing unit administration is aware of the worksite's commitment and that the Plan is reimbursed for any under-participation fees. This change also aligns with the new [Employing Unit Debt Recovery Policy](#) that was rolled out earlier this year.

### How the Fees Work

**Minimum Participation Fees** – There are two minimum participation fee thresholds:

- **Event Minimum** – To host a Flu Shot Worksite Clinic a worksite must guarantee at least 30 participants. If you guarantee 30 participants and only 25 show up, you will owe the Plan \$75.00. ( $\$15 \times 5 = \$75.00$ ).
- **Sign-Up Minimum** – If you sign up for 75 participants, and only 73 show up, you will owe the Plan \$30.00 ( $\$15 \times 2 = \$30.00$ ).

#### **How to Estimate Participation**

- **Include a Buffer** – If you think you will have 75 participants, sign up for 65. CVS will be providing a scheduling link that will allow your employees to sign up online prior to the event. If 80 people sign up, CVS will bring vaccines for that number. If only 70 show up, there will be no fees because you originally estimated 65.
- **Don't Underestimate** – Including a buffer is not an invitation to underestimate. If only 60 employees register for an event and 100 show up, there will not be enough vaccines for everyone.

#### **Why the Plan is Reconfirming the Flu Shot Worksite Clinic**

- **Signing Authority** – The primary purpose of the additional worksite flu shot clinic confirmation with the Plan is to ensure that the administration, not just the clinic coordinator or other staff member, is aware and in support of the event.
- **Payment of Fees** – Every year there are a handful of worksites that schedule a flu shot clinic and for whatever reasons the minimum number of participants do not show up. While most worksites have graciously paid the fees, some have refused, citing that the administration was unaware the clinic had been scheduled and that the person organizing the event did not have the authority to do so. By having someone with signing authority execute a Flu Shot Worksite Clinic Confirmation, it's the Plan's hope that everyone at the worksite will be on board with the event and prepared to pay any fees should flu shot participation fall below the minimum threshold.

#### **How the Plan will Collect the Fees**

- **Invoice** – If the worksite does not meet one of the minimum participation thresholds for the flu shot clinic, the Plan will send

an invoice to the individual that executed the Worksite Flu Shot Confirmation.

- **Further Collections** – If the worksite does not pay the invoice within 30 days, the amount due will be added to the employing unit's invoices as described in [Employing Unit Debt Recovery Policy](#).



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