

Dear Colleague,

Important information for all practices administering flu vaccines 2020/21 - locally procured and DHSC sourced vaccines

The following information is provided for colleagues claiming reimbursements and remuneration related to flu vaccines in 2020/21.

Key points

- All practices will be required to declare volumes of their 2020/21 purchased and administered flu vaccines at the end of the season, which should be verified and submitted by a GP partner at the practice.
- Please submit your reimbursement claims as early as possible. This will enable us to provide interim data to support you to complete the declaration and provide us with the greatest opportunity to deliver as much of the required reconciliation of data on your behalf.
- You may wish to review your claiming processes as 2020/21 flu vaccine reimbursements received after the end of April 2021 may result in delays to payment or impact the level of support we can provide you.
- The declaration, related information and guidance will be shared with you by email.

Accessing and claiming for DHSC-secured influenza vaccinations

The Department of Health and Social Care (DHSC) has announced its intention to run the largest influenza vaccination programme ever undertaken in the 2020/21 season. Details are available at www.gov.uk/government/publications/accessing-government-secured-flu-vaccines-guidance-for-gps.

Where available, you can access the DHSC vaccines free of charge and claim a £10.06 item of service fee for each DHSC supplied vaccine that is administered and recorded on your clinical system. There is no need to claim a reimbursement of costs associated with procuring government-sourced stock.

NHS England and NHS Improvement (NHSEI) has instructed NHS Business Services Authority (NHSBSA) to request practices declare the volumes of all vaccinations procured and administered in 2020/21. This will be reconciled against your Item of Service claims and data supplied to us by manufacturers.

This will be required from **all** practices administering influenza vaccinations in 2020/21.

'End of season' declaration

All practices, whether they have accessed DHSC stock or not, will be asked to declare that their 2020/21 flu vaccine reimbursement claims comply with the requirements set out by DHSC.

The declaration will be sent to you by email at the end of the flu season. There is no requirement to return a declaration before this time.

We will undertake, on your behalf, a reconciliation of your declaration against data from flu vaccine manufacturers, Item of Service fee and vaccine reimbursement claims. The findings will be shared with you for your review and agreement. Our national reconciliation of the data aims to minimise the impact on your practice teams.

Where under-claiming is identified, we will engage with you to support the correct reimbursement. Any overpayment identified and agreed by you will be recovered from future payments.

To support and help you prepare to make a timely declaration, we will share your cumulative September to December 2020 flu vaccination claims data in February 2021. Based on the latest evidence, most locally procured influenza vaccines are routinely administered in the period September to December. It is intended this may support your practice to identify any outstanding reimbursement claims before the declaration is issued.

Reimbursement claiming timetable

Submitting your claims as early as possible will give us the greatest opportunity to report back to you on your claiming activity.

To ensure this data is as comprehensive as possible, we request that claims for the reimbursement of locally procured 2020/21 flu vaccines are submitted as early as possible.

We are aware that some practices prefer to self-reconcile their claiming data at the end of the vaccination 'season' and acknowledge that this may represent a change in reimbursement claiming for a minority of practices.

We believe that introducing these measures will enable us to reconcile your reimbursement data and report the findings as early as possible on your behalf, avoiding complexity and administration for practices.

Therefore, all practices are asked, wherever possible, to review their 2020/21 claims submission and submit any outstanding flu reimbursement claims no later than end of April 2021. This will give us the greatest opportunity to undertake the required data reconciliation and assurance activities on your behalf.

Claiming after the end of April 2021 may result in delays to payment or impact the level of support we can provide. This could mean that your practice team is asked to collate and review the relevant data yourself and/or comply with other evidential requirements to satisfy the necessary assurances.

Practice email

The declaration will be sent to practices via email at the end of the flu season. We will work with commissioning teams and practices to confirm the name, email address and telephone number of the relevant person or team within your practice.

We will use this email address to share your declaration plus any other related information.

Contact us

For any queries relating to the end of season declaration and related items, contact us at nhsbsa.gpsupport@nhs.net including your practice ODS code and contact details.