

**From Head of Pharmacy & Medicines Management
(Interim) , SPPG
Kathryn Turner**



By email

To: All community pharmacies

Strategic Planning and Performance Group

2 Franklin Street
BELFAST
BT2 8DQ

Date: 20 September 2024

Dear Colleague,

Community Pharmacy Vaccination Service (Flu and COVID-19) Autumn 2024

I write to advise of this year's CPVS to support the autumn vaccination programme in Northern Ireland (NI) which will officially begin **from 7th October 2024**. The Strategic Planning and Performance Group (SPPG) is offering all contractors the opportunity to participate in this service. Further details on the autumn vaccination programme in Northern Ireland (NI) are contained in the autumn flu and COVID-19 vaccination programme CMO letters which will be published shortly.

Immediate planning steps to be taken – Pairing with Care Homes

Those pharmacies wishing to participate in this service in local residential care homes should initiate a pairing arrangement with the respective care homes they plan to vaccinate. Please return the online questionnaire before 5pm on **Friday 27th September 2024**.

[Care Home Vaccination Pairing with Community Pharmacy Form](#)

Eligible Cohorts

Community pharmacies will support the COVID-19 and Flu vaccination programmes by offering the vaccines to those aged 18 years and above in the following eligible groups:

- **COVID-19 & Flu**
- All residents and staff in a care home registered with the RQIA
- All adults aged 65 years and over
- Persons aged 18 years to 64 years in a clinical risk group, as laid out in the [Immunisation Green Book](#), COVID-19 chapter/Influenza chapter (Green Book) including pregnant women
- Frontline health and social care workers

- **Flu ONLY**
- Persons aged 18 to 64 years who are household contacts of people with immunosuppression (as defined in the Green Book)
- Carers (as defined in the Green Book)

Service Specification and the PGDs/VPs

The service specification, PGDs and vaccination protocols (VP) are in preparation and will shortly be available on the [BSO](#) and [PCI](#) websites.

The pharmacy contractor must ensure all staff are trained, competent and able to deliver the CPVS in line with the service specification.

Although the official programme start date is from 7th October 2024, those administering the vaccine can choose to begin offering the vaccine earlier if all of the following are in place:

- a legal PGD/VP is in place and has been authorised
- all the necessary service documentation has been completed including returning a signed contract to SPPG local offices
- deliveries of central COVID-19 / Flu vaccine stock have been received

Ordering Vaccine

Community pharmacies can place orders for COVID-19 Comirnaty JN.1 and Flu- aQIV (65yrs and over) & QIVc (under 65yrs) with Movianto from 23rd September.

Pharmacies should only order quantities of vaccine to cover 2 weeks anticipated activity.

Vaccine Management System (VMS)

All patients vaccinated as part of the CPVS must be recorded on the regional VMS. Any provider that does not currently have access can contact Tom Coyle (tom.coyle@hscni.net) who will provide further information on setting up and accessing VMS. New contractors should be aware it may take up to ten working days to set up a new pharmacy access to VMS.

Pharmacies must record the vaccination on the VMS on the days of vaccination or within 24 hours thereof. SPPG reserves the right to withhold claims for vaccinations which are entered on the VMS more than 15 calendar days after the vaccination has occurred.

Remuneration

The fees payable for service provision will be processed by the BSO based on the appropriate entry of a vaccination record on VMS. The pharmacy is responsible for accuracy and timely recording of vaccinations on the VMS.

Seasonal Influenza Vaccination Service 24/25

For the Flu-CPVS in the 2024/2025 year, the following fees are payable:

- **Set-up fee**
A single £250 set-up fee is payable for preparation involved in delivery of the service.
- **Vaccine administration**
Payment will be the nationally agreed fee of £9.58 per administered dose of vaccine for all eligible patients including care home residents.

COVID- CPVS Autumn 2024

For the COVID-CPVS 2024 autumn programme the following fees will be paid:

- **Vaccine administration**
Payment will be the nationally agreed fee of £7.54 per administered dose of vaccine.
- **Set-up fee**
A single £250 set-up fee is payable for preparation involved in delivery of the service.
- **Tiered payments** (excluding care home residents)
A monthly payment will be made based on the number of vaccines administered; this will exclude care home residents

Vaccines administered per month	
50-100	£600
101-300	£900
300 and over	£1200

- **Tiered Payment - Care Home residents**
An additional care home payment will be made based on the size of the home and number of residents vaccinated. This payment will be made to the paired pharmacy at the end of the autumn 2024 campaign. The payment will be applied as follows:

Thresholds (Number of Residents Vaccinated with Comirnaty® JN.1)	Single payment per home
<10	£100
10-30	£150
>30	£200

Additional CPVS Fee for Care Home residents

For the CPVS Autumn 2024 vaccination programme:

- A single additional fee of £15.00 shall be paid for each care home resident vaccinated for COVID and/or flu (one fee per resident vaccinated).

Next Steps

Those wishing to participate in this service should complete the online contract declaration via MS Forms linked below (please see full contractual information in attached appendices) by **Friday 27th September**.

- [Contract: COVID-19 Community Pharmacy Vaccination Service \(CPVS\) Autumn 2024](#)
- [Contract: Seasonal Influenza Vaccination Service 24/25](#)

If you have any queries in relation to this service contact either: (Greg.Miller@hscni.net), (Grainne.McMahon4@hscni.net).

Yours sincerely,

Kathryn Turner

Head of Pharmacy & Medicines Management (Interim)

Strategic Planning and Performance Group

Contact Details for SPPG Local Primary Care Offices			
Belfast & South Eastern	South	North	West
Pharmacy Services Business Support Integrated Care 12-22 Linenhall Street Belfast BT2 8BS Tel: 028 9536 3926 Belfast email: pharmacyservicesbelfast@hscni.net South Eastern email: pharmacyservicesse@hscni.net	Pharmacy Services Business Support Integrated Care Tower Hill Armagh BT61 9DR Tel: 028 9536 2104 Email: pharmacyservicesouth@hscni.net	Pharmacy Services Business Support Integrated Care County Hall 182 Galgorm Road Ballymena BT42 1QB Tel: 028 9536 2812 Email: pharmacyservicesnorth@hscni.net	Pharmacy Services Business Support Integrated Care Gransha Park House 15 Gransha Park Clooney Road Londonderry BT47 6FN Tel: 028 9536 1082 Email: pharmacyserviceswest@hscni.net



**COVID-19 Community Pharmacy Vaccination Service
(COVID-CPVS) 2024
CONTRACT**

Please note:

Contractors must ensure that the COVID-CPVS is provided in accordance with the service specification and must operate in accordance with all relevant Acts of Parliament, statutory regulations or other laws. As the service is developed, contractors will be expected to comply with guidance that has been developed in consultation with Community Pharmacy Northern Ireland (CPNI).

This document comprises the agreement between the Strategic Planning and Performance Group [SPPG] (purchaser) and the pharmacy contractor (provider).

Indemnities

The provider hereby agrees to indemnify the purchaser against any claims for damages for loss, damage, injury (including death), plus all associated costs arising out of the acts or omissions of the provider, his servants or agents.

Information Requests

The information gathered will be used to inform future service delivery.

Period of Contract

The service will operate from 7th October until the end of the vaccination programme (as defined by DoH). However, those administering the vaccine can choose to begin offering the vaccine earlier if they have received their first delivery of vaccine, provided a valid PGD or National Protocol is in place. This contract may be terminated by either the purchaser or the provider by giving notice of one week.

Please note, this service is dependent on supply of COVID-19 vaccines.

Therefore, the service may be paused or withdrawn if vaccine supplies are unavailable.

Remuneration

COVID- CPVS Autumn 2024

For the COVID-CPVS 2024 autumn programme the following fees will be paid:

- **Vaccine administration**
Payment will be the nationally agreed fee of £7.54 per administered dose of vaccine.
- **Set-up fee**
A single £250 set-up fee is payable for preparation involved in delivery of the service.
- **Tiered payments** (excluding care home residents)
A monthly payment will be made based on the number of vaccines administered; this will exclude care home residents

Vaccines administered per month	
50-100	£600
101-300	£900
300 and over	£1200

- **Tiered Payment - Care Home residents**
An additional care home payment will be made based on the size of the home and number of residents vaccinated. This payment will be made to the paired pharmacy at the end of the autumn 2024 campaign. The payment will be applied as follows:

Thresholds (Number of Residents Vaccinated with Comirnaty® JN.1)	Single payment per home
<10	£100
10-30	£150
>30	£200

Additional CPVS Fee for Care Home residents

For the CPVS Autumn 2024 vaccination programme:

- A single additional fee of £15.00 shall be paid for each care home resident vaccinated for COVID and/or flu (one fee per resident vaccinated).

The pharmacy contractor will not be reimbursed or remunerated for vaccines administered to patients outside the scope of the service specification (2024).

Claims for payments will be via submission of vaccination records on the Vaccine Management System (VMS). Vaccinations should be recorded on the VMS on the day of administration. Claims will be processed monthly by BSO. SPPG reserves the right to withhold claims for vaccinations which are entered on the VMS more than 15 calendar days after the vaccination has occurred.

Verification and Clawback

The SPPG will be monitoring compliance with the requirements of this contract. Where failure to comply is identified the SPPG reserves the right to recover all or part of this funding.

Requirements

The pharmacy contractor must ensure that both the location from which the service will be provided and all individuals providing the service meet the requirements outlined in the service specification.

The pharmacy contractor is responsible for ensuring that the service is delivered in accordance with the service specification by suitably trained and competent staff.

Vaccine Management System (VMS)

All patients vaccinated as part of the CPVS must be recorded on the regional VMS. Any provider that does not currently have access can contact Tom Coyle (tom.coyle@hscni.net) who will provide further information on setting up and accessing VMS. New contractors should be aware it may take up to ten working days to set up a new pharmacy access to VMS.

Pharmacies must record the vaccination on the VMS on the days of vaccination or within 24 hours thereof. SPPG reserves the right to withhold claims for vaccinations which are entered on the VMS more than 15 calendar days after the vaccination has occurred.

Service Monitoring

Information gathered from the VMS and weekly reports will be used to monitor the service on an ongoing basis. All documentation is open to evaluation/monitoring by SPPG at any point.

Completion of the Agreement:

Completion of the Microsoft form (via the link below) comprises the agreement between the SPPG (purchaser) and the Pharmacy Contractor (provider). The pharmacy agrees to participate in the above service and provide the service in line with the service specification and guidance. Details of participation in this service will be shared with CPNI.

[Contract: COVID-19 Community Pharmacy Vaccination Service \(CPVS\) Autumn 2024](#)

COMMUNITY PHARMACY SERVICE:
Seasonal Influenza Community Pharmacy Vaccination Service
(Flu - CPVS) 2024/25

CONTRACT

Please note:

Contractors must ensure that the Flu-CPVS service is provided in accordance with the service specification and operate in accordance with all relevant Acts of Parliament, statutory regulations or other laws. As the service is developed, contractors will be expected to comply with guidance that has been formulated in consultation with Community Pharmacy Northern Ireland (CPNI).

This document comprises the agreement between the DoH Strategic Planning & Performance Group [SPPG] (purchaser) and the pharmacy contractor (provider).

Indemnities

The provider hereby agrees to indemnify the purchaser against any claims for damages for loss, damage, injury (including death), plus all associated costs arising out of the acts or omissions of the provider, his servants or agents.

Information requests

The information gathered will be used to inform future service delivery.

Period of contract

The service will operate from **7th October 2024 until 31st March 2025**. However, those administering the vaccine can choose to begin offering the vaccine earlier if they have received their first delivery of vaccine, provided a valid PGD or National Protocol is in place. This contract may be terminated by either the purchaser or the provider by giving notice of one week.

Please note, this service is dependent on supply levels of Influenza vaccine. Therefore the service may be paused or withdrawn if vaccine supplies are unavailable.

Remuneration

Seasonal Influenza Vaccination Service 24/25

- **Set-up fee**
For the Flu-CPVS in the 2024/2025 year, a single £250 set-up fee is payable for preparation involved in delivery of the service.
- **Vaccine administration**
For the Seasonal Flu-CPVS in the 2024/2025 year, payment will be £9.58 per administered dose of vaccine.

CPVS Fee for Care Home residents

For the CPVS Autumn 2024 vaccination programme:

- A single additional fee of £15.00 shall be paid for each care home resident vaccinated for COVID and/or flu (one fee per resident vaccinated).

Verification and clawback

The SPPG will be monitoring compliance with the requirements of this contract. Where the SPPG identifies failure to comply, the SPPG reserves the right to recover all, or part of, this funding.

Requirements

The pharmacy contractor must ensure that both the location from which the service will be provided and all individuals providing the service meet the requirements outlined in the service specification.

The pharmacy contractor / responsible pharmacist are responsible for ensuring that the service is delivered in line with the service specification by suitably trained and competent staff.

Vaccine Management System (VMS)

All patients vaccinated as part of the CPVS must be recorded on the regional VMS. Any provider that does not currently have access can contact Tom Coyle (tom.coyle@hscni.net) who will provide further information on setting up and accessing VMS. New contractors should be aware it may take up to ten working days to set up a new pharmacy access to VMS. Pharmacies must record the vaccination on the VMS on the days of vaccination or within 24 hours thereof. SPPG reserves the right to withhold claims for vaccinations which are entered on the VMS more than 15 calendar days after the vaccination has occurred.

Service monitoring

Information gathered from the VMS and weekly reports will be used to monitor the service on an on-going basis. All documentation is open to evaluation/monitoring by SPPG at any point.

Completion of the Agreement:

Completion of the Microsoft form (via the link below) comprises the agreement between the SPPG (purchaser) and the Pharmacy Contractor (provider). The pharmacy agrees to participate in the above service and provide the service in line with the service specification and guidance. Details of participation in this service will be shared with CPNI.

[Contract: Seasonal Influenza Vaccination Service 24/25](#)