

What: Board of Directors Meeting
Date & Time: Thursday, February 22, 2024; 2:00-4:00 p.m. PT
Location: Webinar/Teleconference

This meeting will take place solely by webinar. WVA values comments by the public about the work of the WVA. To register for the meeting, please review the [Public Comment Protocol](#) then email wvameetings@wavaccine.org at least two business days in advance of the meeting.

Notice: The meeting may be recorded for the benefit of the minute-taker. The WVA intends to delete the recording after the minutes are approved.

Agenda

Approx. Time	Page		Topic/ Anticipated Action (Votes are in Red)	Presented by:
2:00-2:10 p.m.			1. Welcome & Introductions a. Notification of Recording	J. Zell
2:10-2:15 p.m.	Pgs. 3-5	*	2. Action Items a. Board Meeting Minutes (November 2, 2023) b. Confirm S. Caplow as a Board Member c. Approve S. Caplow as a Finance Committee Member	J. Dunn/J. Zell
2:15-2:30 p.m.	Pgs. 6-23 Pgs. 24-29	* *	3. Financial Update a. Unaudited Financial Statements b. FY 2025 Vaccine Grid Update	P. Miller / J. Zell / L. Walker
2:30-2:40 p.m.			4. DOH Updates	J. Jorgenson / DOH Staff
2:40-3:05 p.m.	Pgs. 30-37	*	5. ED/AD Updates a. Legislative Change b. Inpatient Hospital Billing c. Provider Engagement	B. Harvey / J. Zell / P. Miller
3:05-3:10			6. Public Comment Period (if time allows)	J. Dunn
3:10-4:00 p.m.			7. Executive Session (public excluded)	

**Washington Vaccine Association
Board of Directors Meeting
November 2, 2023; 2:00-4:00 p.m. (PT)**

I. Attendance. This meeting was conducted virtually. Participating in all or part of the meeting were the following individuals:

Directors

John Dunn, MPH, MD, Kaiser Permanente, <i>Chair</i>	<u>Helms & Company, Inc.</u>
Beth Harvey, MD, South Sound Pediatrics, <i>Vice Chair</i>	Patrick Miller, MPH, WVA, Administrative Director
Ed Marcuse, MD, MPH, FPIDS, University of Washington, <i>Secretary</i>	Ashley Ithal, MPH, WVA, Program Support
John Soback, MBA, MD, Regence Blue Shield, <i>Treasurer</i>	Leslie Walker, CPA, Mason+Rich, PA

Others

Kara Manley, United Healthcare	Janel Jorgenson, Washington Department of Health
Michele Roberts, Washington Department of Health	Katie Kolan, Leonard & Kolan
Pamela Sheffield, MD, Aetna	Anne Redman, Esq., Perkins Coie
	Jamilia Sherls-Jones, Washington Department of Health

WVA

Julia Walter Zell, MA., Esq., Executive Director	Breelyn Young, GSK
Cheri Cagle, Stakeholder Liaison	Cameron Young, Leonard & Kolan

II. Summary of Actions Taken and/or Recommended

Actions Taken (votes adopted)

- i. To approve the minutes of the June 15, 2023, Board Meeting
- ii. To approve the minutes of the September 28, 2023, Board Meeting
- iii. Vote to Reappoint Members (Chea and Murphy)
- iv. Votes to Elect Officers / Committee Chairs
- v. Vote to Ratify 2022-23 Audited Financial Statements
- vi. Vote to add new vaccines to the Assessment Grid
- vii. Vote to approve / publish 2022-23 Annual Report

III. Minutes

Welcome and Introductions

Dr. Dunn called the meeting to order at 2:02 p.m. Ms. Zell announced that the meeting would be recorded for the benefit of the minute taker, to be deleted once the minutes are approved. Ms. Kolan and Mr. Young with Leonard & Kolan introduced themselves to the group, noting that they will be assisting the WVA with lobbying efforts for the statutory language change the WVA is seeking.

Action Items

Dr. Dunn asked for a motion to approve the minutes. Upon motion duly made and seconded, it was unanimously

VOTED: To approve the minutes of the June 15, 2023, Board Meeting.

Dr. Dunn asked for a motion to approve the minutes. Upon motion duly made and seconded, it was unanimously

VOTED: To approve the minutes of the September 28, 2023, Board Meeting.

Dr. Dunn asked for a motion to reappoint members. Upon motion duly made and seconded, it was unanimously

VOTED: To reappoint members (Dr. Chea and Mr. Murphy).

Dr. Dunn asked for a motion to elect officers and committee chairs. Upon motion duly made and seconded, it was unanimously

VOTED: To Elect Officers / Committee Chairs with changes described at the meeting.

IV. Financial Updates

Current Financials

Ms. Zell noted that in lieu of distributing the September ED/AD Report, Mr. Miller will review the key indicators. Mr. Miller provided a summary of the unaudited financials through September 30, 2023. The current cash position, including investments and cash equivalents, is \$29.3M as reported on the balance sheet. Mr. Miller reported that cash balances for the last nine months have ended the month with less than the beginning, as planned. In August and September, the burn down accelerated as reserves were used to fund COVID-19 vaccines and the nirsevimab monoclonal antibody for RSV. For the year, the WVA has a \$4.3 million-dollar net positive variance. For administrative expenses, the WVA is currently close to \$73,000 ahead of budget.

Finance Committee Update

Ms. Zell reported that the 2022-2023 audited financials were presented to the Finance Committee by the auditors. The auditors stated that there was a clean audit. Ms. Zell stated that the audit went smoothly despite the new auditor team members needing some education on the WVA's processes. Dr. Sobeck reiterated that the audit went smoothly. Ms. Zell added that the WVA had a bond portfolio evaluation that confirmed the financial integrity of Morgan Stanley's reports.

Dr. Dunn asked for a motion to ratify the 2022-2023 audited financial statements. Upon motion duly made and seconded, it was unanimously

VOTED: To ratify 2022-23 Audited Financial Statements.

V. ED/AD Updates

Cash Reserves/Future Assessment Grid

Mr. Miller noted that the organization's reserve levels have historically been set to account for three months of vaccine expenditures plus influenza. In April 2023, he last reserve goal was set so that cash at the end of 2025 and 2026 fiscal years would be \$30M and \$32M, respectively. Given the addition of COVID-19 vaccines, the nirsevimab monoclonal antibody, and anticipated costly off-cycle vaccines, Mr. Miller proposed that the reserve target be closer to \$45M. Mr. Miller shared data regarding new products entering the market are at much higher prices than historically seen so accounting for that in future projections is important. He concluded by stating that the WA Department of Health (DOH) estimates for COVID-19 vaccines and the nirsevimab monoclonal antibody are wide ranging in terms of uptake, which will have a large impact on the final reserve targets to be chosen in April 2024.

Off Cycle Vaccine Additions

Ms. Zell reported that the Operations Committee voted to approve adding Abrysvo™, Penbraya™, and Jynneos® to the Assessment Grid when made available to the CVP, and that Board approval is required. Ms. Zell reminded the group that provisional approval of these vaccines allows for payer notification.

Dr. Dunn asked for a motion to approve the minutes. Upon motion duly made and seconded, it was unanimously

VOTED: To add new vaccines to the Assessment Grid.

COVID Roll-out

Mr. Miller reported that just under 7,000 DBAs have been received to date. The WVA has sent two communications to providers, and the WA DOH has also sent out multiple communications. Mr. Miller stated that payer compliance reports have been run to identify issues with incorrect grid amounts or denials. Communications to payers with identified issues are ongoing.

RSV/Statutory Update/In-Patient Hospital Assessments

Ms. Zell reported that all payers have signed and returned their respective nirsevimab agreements to authorize the use of reserves until next year.

Ms. Kolan provided a statutory update and thanked Ms. Roberts and the WA DOH team for collaborating with her team on the coalition building planning. Ms. Kolan noted that the upcoming legislative session begins on January 8th and is 60 days in length. There will be one group focused on statutory update communication and another focused on legislator lobbying.

Ms. Zell noted that the group is counting on the statutory update to pass and preparation will begin for determining how inpatient hospital assessments will occur. She reported that a multi-stakeholder taskforce will be convened at the end of the month to discuss how the inpatient billing will work.

Annual Report

Ms. Zell provided an overview of the 2022-2023 Annual Report. Dr. Dunn asked for a motion to approve the report. Upon motion duly made and seconded, it was unanimously

VOTED: To approve / publish 2022-23 Annual Report.

VI. WA DOH Updates

Ms. Roberts thanked the providers and the WVA staff for working with the WA DOH on recently rollouts, especially COVID-19 vaccines and the nirsevimab monoclonal antibody. She reported that the COVID-19 vaccine supply has started to stabilize despite initial access issues.

Ms. Sherls-Jones reported that COVID-19 hospitalizations and emergency room visits remain low but that rates are expected to rise. This is the first time that immunizations are available for all fall viruses. Nirsevimab ordering has temporarily halted due to supply chain issues and the WA DOH have communicated this to providers. Ms. Sherls-Jones will notify Ms. Zell when ordering has begun again. Ms. Sherls-Jones reported that the WA DOH has reached out to the CDC directly about future doses being made available as well as the hardships that are being experienced.

VII. Public Comments

No public comments.

VIII. Executive Session - Confidential.

IX. Closing

With no further business before the Board, Dr. Dunn closed the meeting at 4:00 p.m.

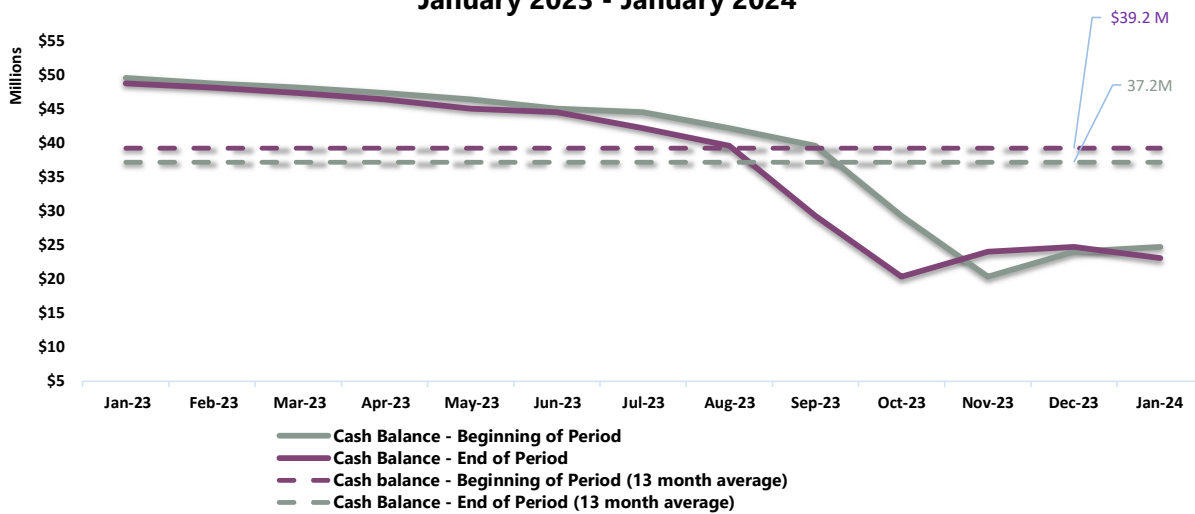
WASHINGTON VACCINE ASSOCIATION
UNAUDITED FINANCIAL STATEMENTS
FOR THE SEVEN MONTHS ENDED

January 31, 2024

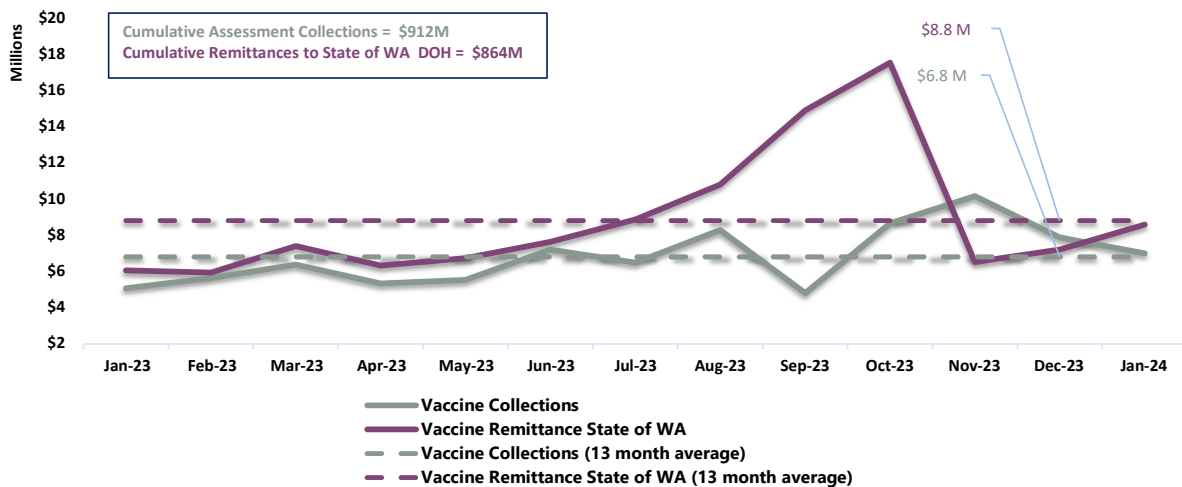
With Supplemental Informational Reporting

Prepared by
Helms & Company, Inc., Administrator

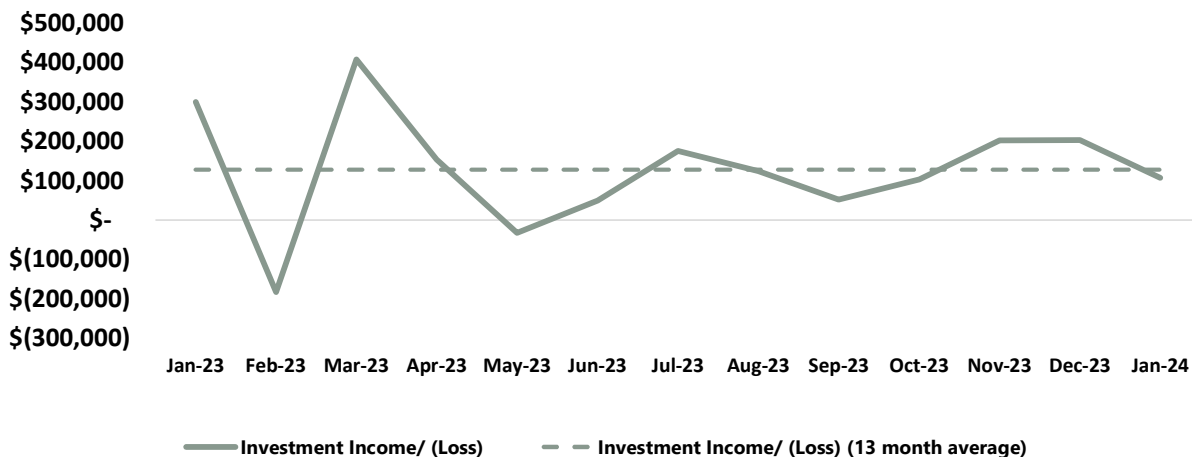
Cash Balances Beginning and End of Period January 2023 - January 2024



Total Vaccine Collections and Vaccine Remittances to State of WA January 2023- January 2024



Investment Income / (Loss) January 2023 - January 2024



Washington Vaccine Association
Statement of Cash Flows
For the Periods Ended

	Month 1/31/2023	Month 2/28/2023	Month 3/31/2023	Month 4/30/2023	Month 5/31/2023	Month 6/30/2023	Month 7/31/2023	Month 8/31/2023	Month 9/30/2023	Month 10/31/2023	Month 11/30/2023	Month 12/31/2023	Month 1/31/2024	13 Month Average
1 Cash balance - beginning	\$ 49,581,422	\$ 48,745,241	\$ 48,158,103	\$ 47,367,244	\$ 46,396,888	\$ 45,037,740	\$ 44,528,984	\$ 42,178,691	\$ 39,591,640	\$ 29,321,330	\$ 20,358,268	\$ 24,030,711	\$ 24,747,027	39,234,099.19
Inflows:														
2 Vaccine collections	5,077,451	5,644,933	6,380,230	5,331,261	5,526,126	7,218,720	6,483,475	8,281,002	4,800,462	8,660,635	10,150,139	7,887,920	6,990,175	6,802,502
3 Interest income - payers														-
4 Investment income/ (loss)	299,489	(182,504)	407,515	153,609	(32,483)	49,646	174,956	124,168	52,184	103,338	202,517	203,060	107,733	127,941
5 Total inflows	5,376,940	5,462,429	6,787,745	5,484,870	5,493,643	7,268,366	6,658,431	8,405,170	4,852,646	8,763,973	10,352,656	8,090,980	7,097,908	\$ 6,930,443
Outflows:														
Program														
6 Vaccine remittance State of WA	(6,069,523)	(5,932,158)	(7,397,831)	(6,320,084)	(6,725,775)	(7,626,289)	(8,866,194)	(10,790,790)	(14,891,373)	(17,515,573)	(6,517,092)	(7,204,298)	(8,588,463)	(8,803,496)
Administration														
7 Direct Processing Costs	(95,734)	(87,212)	(87,995)	(87,008)	(86,000)	(90,978)	(88,976)	(88,911)	(90,982)	(95,301)	(96,104)	(96,944)	(91,064)	(91,016)
8 Executive Director Costs and Support Fees	(22,890)	(20,416)	(64,409)	(29,651)	(24,217)	(28,932)	(33,502)	(28,227)	(46,134)	(39,904)	(33,703)	(27,832)	(48,157)	(34,460)
9 Provider and Payer Education and Outreach	(40)	(4,868)	(5,238)	(9,905)	(11,202)	(24,221)	(4,418)	(19,974)	(2,279)	(15,414)	(3,670)	(6,900)	(5,404)	(8,733)
10 Administrative Costs	(21,334)	(1,133)	(19,351)	(4,798)	(1,817)	(2,922)	(10,234)	(60,539)	(88,408)	(57,063)	(25,864)	(31,130)	(25,941)	(26,964)
11 Other Discretionary Expenditures	(3,600)	(3,780)	(3,780)	(3,780)	(3,780)	(3,780)	(5,400)	(3,780)	(3,780)	(3,780)	(3,780)	(7,560)	(450)	(3,925)
12 Total Administration	(143,598)	(117,409)	(180,773)	(135,142)	(127,016)	(150,833)	(142,530)	(201,431)	(231,583)	(211,462)	(163,121)	(170,366)	(171,016)	(165,098)
13 Net all other outflows	-	-	-	-	-	-	-	-	-	-	-	-	-	-
14 Total outflows	(6,213,121)	(6,049,567)	(7,578,604)	(6,455,226)	(6,852,791)	(7,777,122)	(9,008,724)	(10,992,221)	(15,122,956)	(17,727,035)	(6,680,213)	(7,374,664)	(8,759,479)	(8,968,594)
15 Net Cash Incr (decr) for period	(836,181)	(587,138)	(790,859)	(970,356)	(1,359,148)	(508,756)	(2,350,293)	(2,587,051)	(10,270,310)	(8,963,062)	3,672,443	716,316	(1,661,571)	(2,038,151)
16 Cash balance - end of period	\$ 48,745,241	\$ 48,158,103	\$ 47,367,244	\$ 46,396,888	\$ 45,037,740	\$ 44,528,984	\$ 42,178,691	\$ 39,591,640	\$ 29,321,330	\$ 20,358,268	\$ 24,030,711	\$ 24,747,027	\$ 23,085,456	\$ 37,195,948

Note: Cash balance includes amounts in KeyBank and Morgan Stanley

Washington Vaccine Association
Statement of Financial Position
As of January 31, 2024

ASSETS

1	Current Assets		
2	Cash and Cash Equivalents	\$	5,686,809
3	Accounts Receivable		-
4	Investments		17,398,647
5	Members Estimated Collectible Assessments		15,622,457
6	Prepaid Vaccine		6,382,188
7	Prepaid Administrative Services		-
8	Total Current Assets		<u>45,090,100</u>
9	Total Assets	\$	<u><u>45,090,100</u></u>

LIABILITIES AND NET ASSETS

10	Current Liabilities		
11	Accounts Payable	\$	131,326
12	Other Accruals		(15,517)
13	Total Current Liabilities		<u>115,809</u>
14	Assessments Collected in Excess of Vaccine Funding and Administrative Activities		<u>44,974,292</u>
15	Total Liabilities		<u>45,090,100</u>
16	Total Liabilities and Net Assets	\$	<u><u>45,090,100</u></u>

Washington Vaccine Association
Statement of Activities and Changes in Net Assets

		Month Ended January 31, 2024			For Seven Months Ended January 31, 2024		
		A	B	C	D	E	F
		Administrative	Vaccine	Total	Administrative	Vaccine	Total
		Revenues / Vaccine Expenses					
1	Assessment Activity:						
2	Assessments	\$ (78,061)	\$ 7,158,427	\$ 7,080,367	\$ (2,043,568)	\$ 56,771,307	\$ 54,727,740
3	Recoveries	-	-	-	-	-	-
4	Estimated Over (Under) Collections	-	-	-	-	-	-
5	Refunds	(20,665)	-	(20,665)	(201,048)	-	(201,048)
6	Estimated 2% Waste	(9,249)	-	(9,249)	(754,584)	-	(754,584)
7	Estimated Price Variance and 3% Denial	(20,274)	-	(20,274)	(619,812)	-	(619,812)
8	DOH Replenishment	-	(7,388,555)	(7,388,555)	-	(62,000,999)	(62,000,999)
9	Adjustment to Correct Inventory	-	-	-	-	-	-
10	DOH Cost Recovery Admin Charge	(121,171)	-	(121,171)	(812,932)	-	(812,932)
11	Interest Income on Assessments	-	-	-	-	-	-
12	Net Assessment Activity	(249,419)	(230,127)	(479,547)	(4,431,944)	(5,229,692)	(9,661,635)
13	Investment Activity:						
14	Interest and Dividend Income - Morgan Stanley	20,283	-	20,283	425,830	-	425,830
15	Realized Gain/(Loss) on Investments - Morgan Stanley	-	-	-	(625,543)	-	(625,543)
16	Unrealized Gain/(Loss) on Investments - Morgan Stanley	65,377	-	65,377	1,086,816	-	1,086,816
17	Investment Management Expenses	(4,027)	-	(4,027)	(44,514)	-	(44,514)
18	Interest Income - KeyBank	26,100	-	26,100	125,367	-	125,367
19	Net Investment Activity	107,733	-	107,733	967,957	-	967,957
20	Net Revenues	(141,686)	(230,127)	(371,814)	(3,463,987)	(5,229,692)	(8,693,679)

**Washington Vaccine Association
Statement of Activities and Changes in Net Assets**

	A	B	C	D	E	F
	Month Ended January 31, 2024			For Seven Months Ended January 31, 2024		
	Administrative	Vaccine	Total	Administrative	Vaccine	Total
	Other Expenses					
21 Administrative Expenses:						
22 Direct Processing Costs						
23 Administrator (Helms & Company, Inc.)	81,133	-	81,133	473,725	-	473,725
24 EDI /ACH Clearinghouse Maintenance (Helms & Company, Inc.)	3,750	-	3,750	45,129	-	45,129
25 Clearinghouse Intake Processing (Avality, Zelis, Etc.)	4,783	-	4,783	48,417	-	48,417
26 Lockbox and Bank Fees	4,458	-	4,458	29,979	-	29,979
27 Recovery and Compliance (Helms & Company, Inc.)	5,250	-	5,250	36,750	-	36,750
28 Lockbox Intake (OrboGraph)	4,363	-	4,363	26,250	-	26,250
29 Total Direct Processing Costs	103,737	-	103,737	660,250	-	660,250
30 Executive Director Costs and Related Support Fees						
31 Executive Director Salary	26,306	-	26,306	170,605	-	170,605
32 Payroll Taxes	3,009	-	3,009	7,362	-	7,362
33 Leased Employee per Check Fee	232	-	232	1,484	-	1,484
34 Executive Director Travel and Lodging, Education, and Other	18,233	-	18,233	60,071	-	60,071
35 Technology Support (Desktop and Telephony)	340	-	340	5,606	-	5,606
36 Total Executive Director Costs and Related Support Fees	48,120	-	48,120	245,128	-	245,128
37 Provider and Payer Education and Outreach						
38 Provider Education Materials, Development and Printing	-	-	-	26,958	-	26,958
39 Postage	-	-	-	14	-	14
40 Website and Information Technology	-	-	-	12,535	-	12,535
41 Technical Consultants	-	-	-	3,163	-	3,163
42 Provider Office Training Sessions	3,749	-	3,749	22,773	-	22,773
43 Advertising and Sponsorships	-	-	-	-	-	-
44 Hospitality	1,655	-	1,655	-	-	-
45 Provider Services Rep	-	-	-	12,031	-	12,031
46 Leased Employee per Check Fee	-	-	-	-	-	-
47 Total Provider and Payer Education and Outreach	5,404	-	5,404	77,473	-	77,473
48 Administrative Costs						
49 Legal Counsel	1,228	-	1,228	28,374	-	28,374
50 Operations/Compliance/IT - Compliance Program Expansion	16,888	-	16,888	46,075	-	46,075
51 Communications - Graphic Designer; Printing; Postage	3,150	-	3,150	3,150	-	3,150
52 Audit Fees	-	-	-	24,733	-	24,733
53 Audit Fees Segmentation of Accounts; Settlement Reporting	13,700	-	13,700	21,013	-	21,013
54 Government Relations, Including Travel, Meals, and Consultants	-	-	-	-	-	-
55 Government Relations - Federal and State; Coordination with Parties	3,000	-	3,000	13,500	-	13,500
56 Registered Agent Fee	-	-	-	-	-	-
57 Bank Fees	-	-	-	-	-	-
58 Office Supplies and Equipment	1,231	-	1,231	9,256	-	9,256
59 Rent, ELM and Storage Facility	89	-	89	534	-	534
60 Other Admin Support Provided by Lessor	-	-	-	-	-	-
61 Board Retreat and Meetings	-	-	-	-	-	-
62 Insurance	-	-	-	-	-	-

Washington Vaccine Association
Statement of Activities and Changes in Net Assets

		A	B	C	D	E	F
		Month Ended January 31, 2024			For Seven Months Ended January 31, 2024		
		Administrative	Vaccine	Total	Administrative	Vaccine	Total
63	Cyber Liability	19,721	-	19,721	48,653	-	48,653
64	Directors and Officers	-	-	-	21,740	-	21,740
65	General Liability	-	-	-	1,669	-	1,669
66	Insurance - Other	-	-	-	-	-	-
67	Legal - Special Projects and L	-	-	-	2,700	-	2,700
68	Legal - Contracting; Counsel; Meetings; Interpretation; Consultation	-	-	-	89,169	-	89,169
69	Total Administrative Costs	59,007	-	59,007	310,567	-	310,567
70	Other Discretionary Expenditures						
71	Executive Director and Other Contractor Bonus	-	-	-	-	-	-
72	Human Resources and Governance	450	-	450	28,530	-	28,530
73	Total Other Discretionary Expenditures	450	-	450	28,530	-	28,530
74	Total Administrative Expenses	216,719	-	216,719	1,321,948	-	1,321,948
75	Total Change in Unrestricted Net Assets	\$ (358,405)	\$ (230,127)	\$ (588,532)	\$ (4,785,935)	\$ (5,229,692)	\$ (10,015,627)

Washington Vaccine Association
Statement of Activities and Changes in Net Assets

		A	B	C	D	E	F
		For Seven Months Ended January 31, 2024			For Seven Months Ended January 31, 2023		
		Administrative	Vaccine	Total	Administrative	Vaccine	Total
		Revenues / Vaccine Expenses					
1	Assessment Activity:						
2	Assessments	\$ (2,043,568)	\$ 56,771,307	\$ 54,727,740	\$ (4,561,833)	\$ 50,733,264	\$ 46,171,431
3	Recoveries	-	-	-	351,325	-	351,325
4	Estimated Over (Under) Collections	-	-	-	-	-	-
5	Refunds	(201,048)	-	(201,048)	(184,180)	-	(184,180)
6	Estimated 2% Waste	(754,584)	-	(754,584)	(321,003)	-	(321,003)
7	Estimated Price Variance and 3% Denial	(619,812)	-	(619,812)	(133,215)	-	(133,215)
8	DOH Replenishment	-	(62,000,999)	(62,000,999)	-	(50,265,020)	(50,265,020)
9	Adjustment to Correct Inventory	-	-	-	-	-	-
10	DOH Cost Recovery Admin Charge	(812,932)	-	(812,932)	(579,613)	-	(579,613)
11	Interest Income on Assessments	-	-	-	-	-	-
12	Net Assessment Activity	(4,431,944)	(5,229,692)	(9,661,635)	(5,428,519)	468,244	(4,960,275)
13	Investment Activity:						
14	Interest and Dividend Income - Morgan Stanley	425,830	-	425,830	580,225	-	580,225
15	Realized Gain/(Loss) on Investments - Morgan Stanley	(625,543)	-	(625,543)	(2,118)	-	(2,118)
16	Unrealized Gain/(Loss) on Investments - Morgan Stanley	1,086,816	-	1,086,816	(540,281)	-	(540,281)
17	Investment Management Expenses	(44,514)	-	(44,514)	(72,194)	-	(72,194)
18	Interest Income - KeyBank	125,367	-	125,367	64,142	-	64,142
19	Net Investment Activity	967,957	-	967,957	29,774	-	29,774
20	Net Revenues	(3,463,987)	(5,229,692)	(8,693,679)	(5,398,744)	468,244	(4,930,500)

Washington Vaccine Association
Statement of Activities and Changes in Net Assets

	A	B	C	D	E	F
	For Seven Months Ended January 31, 2024			For Seven Months Ended January 31, 2023		
	Administrative	Vaccine Other Expenses	Total	Administrative	Vaccine	Total
21 Administrative Expenses:						
22 Direct Processing Costs						
23 Administrator (Helms & Company, Inc.)	473,725	-	473,725	465,524	-	465,524
24 EDI /ACH Clearinghouse Maintenance (Helms & Con	45,129	-	45,129	52,763	-	52,763
25 Clearinghouse Intake Processing (Avality, Zelis, Etc.)	48,417	-	48,417	36,557	-	36,557
26 Lockbox and Bank Fees	29,979	-	29,979	28,957	-	28,957
27 Recovery and Compliance (Helms & Company, Inc.)	36,750	-	36,750	36,750	-	36,750
28 Lockbox Intake (OrboGraph)	26,250	-	26,250	18,750	-	18,750
29 Total Direct Processing Costs	660,250	-	660,250	639,301	-	639,301
30 Executive Director Costs and Related Support Fees						
31 Executive Director Salary	170,605	-	170,605	130,474	-	130,474
32 Payroll Taxes	7,362	-	7,362	6,349	-	6,349
33 Leased Employee per Check Fee	1,484	-	1,484	1,723	-	1,723
34 Executive Director Travel and Lodging, Education, an	60,071	-	60,071	31,451	-	31,451
35 Technology Support (Desktop and Telephony)	5,606	-	5,606	2,845	-	2,845
36 Total Executive Director Costs and Related Support Fees	245,128	-	245,128	172,842	-	172,842
37 Provider and Payer Education and Outreach						
38 Provider Education Materials, Development and Print	26,958	-	26,958	11,877	-	11,877
39 Postage	14	-	14	-	-	-
40 Website and Information Technology	12,535	-	12,535	-	-	-
41 Technical Consultants	3,163	-	3,163	275	-	275
42 Provider Office Training Sessions	22,773	-	22,773	-	-	-
43 Advertising and Sponsorships	-	-	-	-	-	-
44 Hospitality	12,031	-	12,031	264	-	264
45 Provider Services Rep	-	-	-	-	-	-
46 Leased Employee per Check Fee	-	-	-	-	-	-
47 Total Provider and Payer Education and Outreach	77,473	-	77,473	12,416	-	12,416
48 Administrative Costs						
49 Legal Counsel	28,374	-	28,374	27,043	-	27,043
50 Operations/Compliance/IT - Compliance Program E	46,075	-	46,075			
51 Communications - Graphic Designer; Printing; Posta	3,150	-	3,150			
52 Audit Fees	24,733	-	24,733	23,580	-	23,580
53 Audit Fees Segmentation of Accounts; Settlement R	21,013	-	21,013			
54 Government Relations, Including Travel, Meals, and	-	-	-	-	-	-
55 Government Relations - Federal and State; Coordina	13,500	-	13,500			
55 Registered Agent Fee	-	-	-	-	-	-

Unaudited - For Management Purposes - See Attached Notes
Prepared by Helms And Company, Inc.

**Washington Vaccine Association
Statement of Activities and Changes in Net Assets**

		A	B	C	D	E	F
		For Seven Months Ended January 31, 2024			For Seven Months Ended January 31, 2023		
		Administrative	Vaccine	Total	Administrative	Vaccine	Total
56	Bank Fees	-	-	-	-	-	-
57	Office Supplies and Equipment	9,256	-	9,256	4,987	-	4,987
58	Rent, ELM and Storage Facility	534	-	534	-	-	-
59	Other Admin Support Provided by Lessor	-	-	-	-	-	-
60	Board Retreat and Meetings	-	-	-	-	-	-
61	Insurance						
62	Cyber Liability	48,653	-	48,653	19,625	-	19,625
63	Directors and Officers	21,740	-	21,740	52,058	-	52,058
64	General Liability	1,669	-	1,669	1,639	-	1,639
65	Insurance - Other	-	-	-	-	-	-
66	Legal - Special Projects and L	2,700	-	2,700	-	-	-
67	Legal - Contracting; Counsel; Meetings; Interpretatic	89,169	-	89,169	89,169	-	89,169
67	Total Administrative Costs	310,567	-	310,567	128,932	-	128,932
68	Other Discretionary Expenditures						
69	Executive Director and Other Contractor Bonus	-	-	-	-	-	-
70	Human Resources and Governance	28,530	-	28,530	30,601	-	30,601
72	Total Administrative Expenses	1,321,948	-	1,321,948	984,092	-	984,092
73	Total Change in Unrestricted Net Assets	\$ (4,785,935)	\$ (5,229,692)	\$ (10,015,627)	\$ (6,382,836)	\$ 468,244	\$ (5,914,592)

**Washington Vaccine Association
Statement of Activities and Changes in Net Assets**

	A	B	C	D	E	F
	Month Ended January 31, 2024			Month Ended January 31, 2023		
	Administrative	Vaccine	Total	Administrative	Vaccine	Total
	Revenues / Vaccine Expenses					
1 Assessment Activity:						
2 Assessments	\$ (78,061)	\$ 7,158,427	\$ 7,080,367	\$ (649,232)	\$ 5,745,637	\$ 5,096,406
3 Recoveries	-	-	-	-	-	-
4 Estimated Over (Under) Collections	-	-	-	-	-	-
5 Refunds	(20,665)	-	(20,665)	(13,123)	-	(13,123)
6 Estimated 2% Waste	(9,249)	-	(9,249)	(23,262)	-	(23,262)
7 Estimated Price Variance and 3% Denial	(20,274)	-	(20,274)	(32,587)	-	(32,587)
8 DOH Replenishment	-	(7,388,555)	(7,388,555)	-	(5,421,113)	(5,421,113)
9 Adjustment to Correct Inventory	-	-	-	-	-	-
10 DOH Cost Recovery Admin Charge	(121,171)	-	(121,171)	(84,517)	-	(84,517)
11 Interest Income on Assessments	-	-	-	-	-	-
12 Net Assessment Activity	(249,419)	(230,127)	(479,547)	(802,721)	324,524	(478,196)
13 Investment Activity:						
14 Interest and Dividend Income - Morgan Stanley	20,283	-	20,283	66,699	-	66,699
15 Realized Gain/(Loss) on Investments - Morgan Stanley	-	-	-	-	-	-
16 Unrealized Gain/(Loss) on Investments - Morgan Stanley	65,377	-	65,377	235,037	-	235,037
17 Investment Management Expenses	(4,027)	-	(4,027)	(9,904)	-	(9,904)
18 Interest Income - KeyBank	26,100	-	26,100	7,657	-	7,657
19 Net Investment Activity	107,733	-	107,733	299,489	-	299,489
20 Net Revenues	(141,686)	(230,127)	(371,814)	(503,232)	324,524	(178,708)

Washington Vaccine Association
Statement of Activities and Changes in Net Assets

	A	B	C	D	E	F
	Month Ended January 31, 2024			Month Ended January 31, 2023		
	Administrative	Vaccine	Total	Administrative	Vaccine	Total
	Other Expenses					
21 Administrative Expenses:						
22 Direct Processing Costs						
23 Administrator (Helms & Company, Inc.)	81,133	-	81,133	65,432	-	65,432
24 EDI /ACH Clearinghouse Maintenance (Helms & Company, Inc.)	4,363	-	4,363	11,058	-	11,058
25 Clearinghouse Intake Processing (Avality, Zelis, Etc.)	4,783	-	4,783	4,851	-	4,851
26 Lockbox and Bank Fees	4,458	-	4,458	5,394	-	5,394
27 Recovery and Compliance (Helms & Company, Inc.)	5,250	-	5,250	5,250	-	5,250
28 Lockbox Intake (RMS)	3,750	-	3,750	3,750	-	3,750
29 Total Direct Processing Costs	103,737	-	103,737	95,734	-	95,734
30 Executive Director Costs and Related Support Fees						
31 Salaries	26,306	-	26,306	18,810	-	18,810
32 Payroll Taxes	3,009	-	3,009	1,751	-	1,751
33 Leased Employee per Check Fee	232	-	232	114	-	114
34 Executive Director Travel and Lodging, Education, and Other	18,233	-	18,233	1,700	-	1,700
35 Technology Support (Desktop and Telephony)	340	-	340	472	-	472
36 Total Executive Director Costs and Related Support Fees	48,120	-	48,120	22,848	-	22,848
37 Provider and Payer Education and Outreach						
38 Education Materials Design, Development and Printing	-	-	-	40	-	40
39 Postage	-	-	-	-	-	-
40 Website and Information Technology	-	-	-	-	-	-
41 Technical Consultants	-	-	-	-	-	-
42 Provider Office Training Sessions	3,749	-	3,749	-	-	-
43 Advertising and Sponsorships	-	-	-	-	-	-
44 Hospitality	1,655	-	1,655	-	-	-
45 Provider Services Rep	-	-	-	-	-	-
46 Leased Employee per Check Fee	-	-	-	-	-	-
47 Total Provider and Payer Education and Outreach	5,404	-	5,404	40	-	40
48 Administrative Costs						
49 Legal Counsel	1,228	-	1,228	1,604	-	1,604
50 Operations/Compliance/IT - Compliance Program Expansion	16,888	-	16,888			
51 Communications - Graphic Designer; Printing; Postage	3,150	-	3,150			
52 Audit Fees	-	-	-	-	-	-
53 Audit Fees Segmentation of Accounts; Settlement Reporting	13,700	-	13,700			
54 Government Relations, Including Travel, Meals, and Consultants	-	-	-	-	-	-
55 Government Relations - Federal and State; Coordination with Parties	3,000	-	3,000			
56 Registered Agent Fee	-	-	-	-	-	-
57 Bank Fees	-	-	-	-	-	-
58 Office Supplies and Equipment	1,231	-	1,231	-	-	-

Washington Vaccine Association
Statement of Activities and Changes in Net Assets

		A	B	C	D	E	F
		Month Ended January 31, 2024			Month Ended January 31, 2023		
		Administrative	Vaccine	Total	Administrative	Vaccine	Total
59	Rent, ELM and Storage Facility	89	-	89	-	-	-
60	Other Admin Support Provided by Lessor	-	-	-	-	-	-
61	Board Retreat and Meetings	-	-	-			
62	Insurance				19,625	-	19,625
63	Cyber Liability	19,721	-	19,721	-	-	-
64	Directors and Officers	-	-	-	105	-	105
65	General Liability	-	-	-	-	-	-
66	Insurance - Other	-	-	-	-	-	-
67	Legal - Special Projects and L	-	-	-			
68	Legal - Contracting; Counsel; Meetings; Interpretation; Consultation	-	-	-			
69	Total Administrative Costs	59,007	-	59,007	21,334	-	21,334
70	Other Discretionary Expenditures				-	-	-
71	Executive Director and Other Contractor Bonus	-	-	-			
72	Human Resources and Governance	450	-	450	3,600	-	3,600
73	Total Other Discretionary Expenditures	450	-	450	3,600	-	3,600
74	Total Administrative Expenses	216,719	-	216,719	143,556	-	143,556
75	Total Change in Unrestricted Net Assets	\$ (216,719)	\$ -	\$ (588,532)	\$ (646,788)	\$ 324,524	\$ (322,264)

**Washington Vaccine Association
Administrative Budget Status
For Month of January 31, 2024**

	A Approved Budget	B Actual January 31, 2024	C Budget Variance
1 Direct Processing Costs			
2 Administrator (Helms & Company, Inc.)	71,975	81,133	(9,158)
3 EDI /ACH Clearinghouse Maintenance (Helms & Company, Inc.)	3,750	3,750	-
4 Clearinghouse Intake Processing (Avality, Zelis, Etc.)	5,750	4,783	967
5 Lockbox and Bank Fees	4,000	4,458	(458)
6 Recovery and Compliance (Helms & Company, Inc.)	5,250	5,250	-
7 Lockbox Intake (RMS)	6,920	4,363	2,557
8 Total Direct Processing Costs	91,102	103,737	(12,635)
9 Executive Director Costs and Related Support Fees			
10 Salaries	25,212	25,706	(494)
11 Payroll Taxes	1,975	3,009	(1,034)
13 Benefit Stipend	600	600	-
12 Leased Employee per Check Fee	232	232	-
13 Executive Director Travel and Lodging, Education, and Other	6,500	18,233	(11,733)
14 Technology Support (Desktop and Telephony)	670	340	330
15 Total Executive Director Costs and Related Support Fees	35,189	48,120	(12,931)
16 Provider and Payer Education and Outreach			
17 Education Materials Design, Development and Printing	6,250	-	6,250
18 Postage	1,250	-	1,250
19 Website and Information Technology	1,250	-	1,250
20 Technical Consultants	1,500	-	1,500
21 Provider Office Training Sessions	1,500	3,749	(2,249)
22 Advertising and Sponsorships	167	-	167
23 Hospitality	300	1,655	(1,355)
24 Total Provider and Payer Education and Outreach	12,217	5,404	6,813
25 Administrative Costs			
26 Legal - General Counsel and Governance	4,240	1,228	3,012
27 Audit Fees	-	-	-
28 Government Relations Consultants	417	-	417
29 Registered Agent Fee	-	-	-
30 Investment Management Fees	10,500	4,027	6,473
31 Office Supplies and Equipment	600	1,231	(631)
32 Rent	-	89	(89)
33 Other Admin Support Provided by Lessor	42	-	42
34 Board Retreat and Meetings	1,000	-	1,000
35 Insurance			
36 Cyber Liability	19,625	19,721	(96)
37 Directors and Officers	-	-	-
38 General Liability	-	-	-
39 Legal - Special Projects and Litigation	6,000	-	6,000
40 Total Administrative Costs	42,424	26,297	16,128
41 Other Discretionary Expenditures			
42 Executive Director Bonus Pool	-	-	-
43 Human Resources and Governance	4,350	450	3,900
44 Total Other Discretionary Expenditures	4,350	450	3,900
45 Total Budget	\$ 185,282	\$ 184,008	\$ 1,274

**Washington Vaccine Association
Administrative Budget Status
For Seven Months Ended January 31, 2024**

	A Approved Budget	B Actual January 31, 2024	C Budget Variance
1 Direct Processing Costs			
2 Administrator (Helms & Company, Inc.)	484,197	473,725	10,472
3 EDI /ACH Clearinghouse Maintenance (Helms & Company, Inc.)	26,250	26,250	-
4 Clearinghouse Intake Processing (Avality, Zelis, Etc.)	40,250	48,417	(8,167)
5 Lockbox and Bank Fees	28,000	29,979	(1,979)
6 Recovery and Compliance (Helms & Company, Inc.)	36,750	36,750	-
7 Lockbox Intake (OrboGraph)	48,440	45,129	3,311
8 Total Direct Processing Costs	637,714	660,250	(22,536)
9 Executive Director Costs and Related Support Fees			
10 Salaries	178,884	168,805	10,079
11 Payroll Taxes	13,825	7,362	6,463
12 Benefit Stipend	1,800	1,800	-
13 Leased Employee per Check Fee	1,624	1,484	140
14 Executive Director Travel and Lodging, Education, and Other	45,500	60,071	(14,571)
15 Technology Support (Desktop and Telephony)	4,690	5,606	(916)
Total Executive Director Costs and Related Support Fees	246,323	245,128	1,195
16			
17 Provider and Payer Education and Outreach			
18 Provider Education Materials, Development and Printing	43,750	26,958	16,792
19 Postage	8,750	14	8,736
20 Website and Information Technology	8,750	12,535	(3,785)
21 Technical Consultants	10,500	3,163	7,338
22 Provider Office Training Sessions	10,500	22,773	(12,273)
23 Advertising and Sponsorships	1,169	-	1,169
24 Hospitality	2,100	12,031	(9,931)
25 Leased Employee per Check Fee	-	-	-
26 Total Provider and Payer Education and Outreach	85,519	77,473	8,046
27 Administrative Costs			
28 Legal - General Counsel and Governance	29,680	28,374	1,306
29 Audit Fees	30,377	24,733	5,644
30 Government Relations Consultants	2,919	-	2,919
31 Registered Agent Fee	150	-	150
32 Investment Management Fees	73,500	44,514	28,986
33 Office Supplies and Equipment	4,200	9,256	(5,056)
34 Rent	-	534	(534)
35 Other Admin Support Provided by Lessor	294	-	294
36 Board Retreat and Meetings	7,000	-	7,000
37 Insurance			-
38 Cyber Liability	42,425	48,653	(6,228)
39 Directors and Officers	57,820	21,740	36,080
40 General Liability	1,687	1,669	18
41 Legal - Special Projects and Litigation	42,000	2,700	39,300
42 Total Administrative Costs	292,052	182,174	109,879
43 Other Discretionary Expenditures			
44 Executive Director Bonus Pool	-	-	-
45 Human Resources and Governance	30,450	28,530	1,920
46 Total Other Discretionary Expenditures	30,450	28,530	1,920
47 Total Budget	\$ 1,292,058	\$ 1,193,555	\$ 98,504

**Washington Vaccine Association
Administrative Budget Status
For Seven Months Ended January 31, 2024**

		A	B	C
		Approved	Actual	Budget
		Budget	January 31, 2024	Variance
1	Legal - Contracting; Counsel; Meetings; Interpretation; Consultation	125,000	89,169	35,831
2	Government Relations - Federal and State; Coordination with Parties; Lobbying	35,000	13,500	21,500
3	Finance/Audit - Segmentation of Accounts; Settlement Reporting; Collections	50,000	21,013	28,988
4	Operations/Compliance/IT - Compliance Program Expansion; Recovery Management	55,000	46,075	5,775
5	Communications - Graphic Designer; Printing; Postage; Mailing Services	35,000	3,150	35,000
6	Total Budget	\$ 300,000	\$ 172,907	\$ 127,093

Washington Vaccine Association
Notes to Financial Statements
For the Month Ended January 31, 2024

Balance Sheet

Lines 2 and 4. Cash decreased in January by approximately \$1,662,000. Total cash and investments at month end are approximately \$23 million as compared to the budgeted cash position of \$36 million. The time-lag between the date of service and the receipt of payment has been considered when projecting cash reserves for FY2023.

Line 6. The Prepaid Vaccine amount includes the amount requested by the Washington Department of Health (DOH) for the February 2024 replenishment of vaccines. The amount includes the administrative fee of 1.4% which equaled \$121,171 included in the request.

Line 5. Members Estimated Collectible Assessments reflects the value of vaccine funding provided to the DOH for the purchase of vaccines for which the Association expects to receive an assessment payment.

Profit and Loss

Line 2. The amount reported as Assessments includes all assessments received in the month of January. The assessments are tracked in the accounting system using the procedure code and date of service supplied by the provider's remittance advice. While it is assumed that the provider utilized a vaccine that was purchased by the Department of Health in either the corresponding month or a prior month(s), there are too many variables in the purchasing process, the supply chain, and the utilization driving the remittance to provide certainty.

Line 6. The amount reported as 2% Waste is an estimate periodically provided by the DOH that is recorded through a journal entry. This estimate may change over time for specific vaccines (e.g., COVID-19) or all vaccines combined.

Line 7. The amount reported in January as Price Variance and Denials is the actual total of variances and denials identified through the lockbox transactions processed through RMS (formerly OrboGraph).

Line 8. The DOH replenishment is the actual "cost" of the vaccines that are associated with the Assessments received in January. Included in this amount are funds, approved by the Board of Directors, used to purchase RSV immunizations, which are expensed as the immunizations are purchased.

Line 10. The amount reported as DOH Cost Recovery Admin Charge is the amount requested by the DOH for administrative expenses incurred in December. It was paid with the February 2024 replenishment of vaccines.

Other

Based upon a review of detailed assessment remittance data, the Association at times receives both over- and under-payments for remittances. Overpayments are repaid through the refunds process, through balance forward remittances, or through a separate, specific analysis. Utilizing the assessment remittance database, the Association has been able to identify several instances whereby a payer has been incorrectly denying or underpaying assessments for a variety of reasons. The Association's compliance efforts work with payers to resolve these discrepancies and may result in additional assessment revenue or refunds attributable to the current fiscal year that may or may not be related to the current fiscal year.

FY2025 Vaccine Grid Model

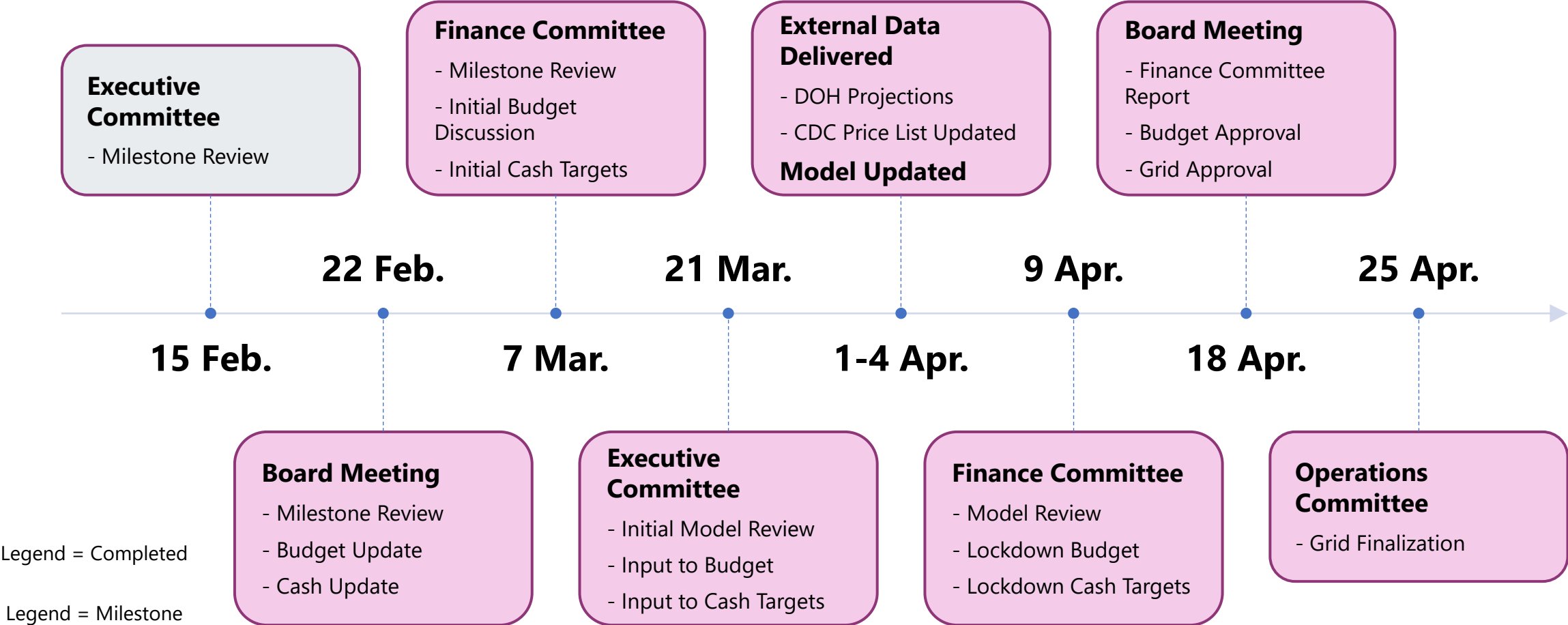
February 22, 2024

Discussion Topics

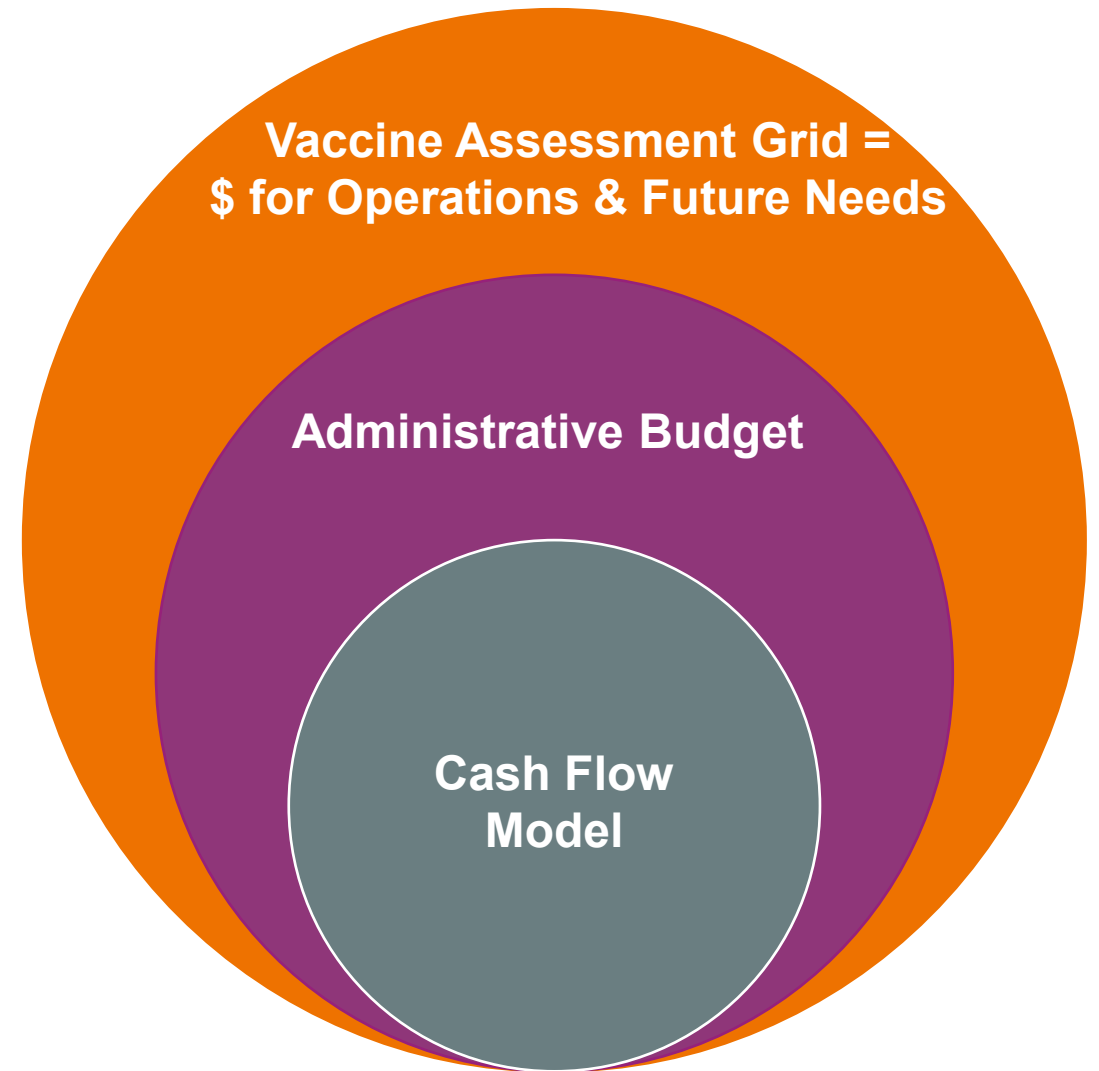
- Process Timeline
- Integrated Approach
- Initial Model Assumptions



2024-25 Budget & Vaccine Grid Development Process



Integrated Approach







Stay connected.

Sign up to stay informed by going to:

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Fax 888-928-2242

Mailing Address:

PO Box 94002

Seattle, WA 98124-9402

www.wavaccine.org

Inpatient Hospital Billing Project Update

February 22, 2024

Discussion Topics

- Original Workgroup Purpose
- Re-Cap Workgroup Discussion
- Project Plan
- Billing Guidance
- Website







_____.

_____.

Provider Implementation

- ~~CEO Letter (1/4)~~
- ~~Provider Tracking Database (1/16)~~
- WVA Outreach with DOH and WSHA
- Host EMR Workgroups
- Testing with Clearinghouses and Payers
- Monitoring (ongoing)

Payer Implementation

- ~~Payer Tracking Database (1/12)~~
- ~~TRICARE Billing Manual (TBD)~~
- WVA Outreach
- Testing with Clearinghouses and Providers
- Determine Any Settlement Reporting Needs
- Monitoring (ongoing)

Communication Plan

- ~~Inpatient Billing Guide (2/13)~~
- ~~Website (2/13)~~
- 2024 Grid Mailing (May/June)
- WA DOH Outreach (May/June)

WVA Compliance

- ~~WVA Executive Committee Report (2/15)~~
- **WVA Board Report (2/22)**
 - Report Build (3/28)
 - DBA Monitoring via Reports and Compliance Actions (July forward)

Inpatient Hospital Assessment Billing Guidance



Q&A

Q. What is this guidance intended to do?

A. This guidance was developed by a workgroup comprised of hospitals, payers, WA Department of Health (DOH) staff, and Washington Vaccine Association (WVA) staff. It is intended to assist hospitals, and the payers they work with, to ensure their respective billing and adjudication systems can support the Dosage-Based Assessment (DBA) process, which supports our state's universal purchase of pediatric vaccines.

Q. What is the Washington Vaccine Association (WVA)?

A. The WVA is a statutorily created 501(c)(3) non-profit, distinct from the WA DOH, established by the Washington Legislature to fund childhood vaccines for commercially insured children under the age of 19. The funding collected by the WVA through the DBA mechanism is leveraged with federal funding to ensure that the WA DOH's universal Childhood Vaccine Program (CVP) can purchase vaccines for all children, regardless of insurance status.

Q. What is the Dosage-Based Assessment?

A. The DBA is a medical claim-like submission (837 or CMS-1500 format) from providers to commercial insurance carriers and third-party administrators (Payers) that is paid to the WVA to provide vaccine funding, and required by the State DOH's Provider Enrollment Agreement.

Q. Which inpatient hospital facilities are required to submit a DBA to the Payers on behalf of the WVA?

A. All facilities receiving state supplied vaccine under the WA DOH Childhood Vaccine Program (CVP) are required to submit a DBA for privately insured pediatric patients.

Q. When must inpatient hospital facilities be compliant with DBA submission?

A. No later than July 1, 2024.



Q. Which vaccines require a DBA?

A. A DBA is required for all vaccines listed on the WVA Vaccine Assessment Grid given to a commercially insured patient under the age of 19.

Q. Are newborns required to be covered under the mother's insurance per the Erin Act?

A. Yes. The DBA is submitted the same as for other claims for newborn services.

Q. Are inpatient hospital facilities required to screen and document patient eligibility in the Immunization Information System (IIS) prior to submitting the DBA?

A. Yes. Refer to the WA DOH's Eligibility for Publicly Funded Vaccines: A Guide for Providers to learn how to properly screen patients and document the correct eligibility status prior to inpatient DBA submission.

Q. What place of service (POS) codes should be used when submitting the DBA?

A. The list of inpatient facility POS codes for the DBA include: 19 - Off Campus-Outpatient Hospital; 20 - Urgent Care Facility; 21 - Inpatient Hospital; 22 - On Campus-Outpatient Hospital; 23 - Emergency Room-Hospital; 25 - Birthing Center.

Continued on back >

Assessment Billing Guidance



Submitting and Submitting the DBA?

g provider or entity the patient is used as format Box 24J or 837 NM109) and the billing 00 format Box 33A or ment NM109).

Submitted on the DBA?

Amount shown on the dated in its entirety every - for the corresponding not

Used when submitting

as the diagnosis code. ded specific to the try that presents (e.g., n in an emergency room unotherapies that are not VVA Vaccine Assessment. diagnosis code should be r RSV).

Q. Does the DBA need to include the SL modifier?

A. No. The SL modifier should only be used for state supplied vaccine for non-commercial patients (e.g., Medicaid, uninsured).

Q. How does the inpatient facility receive reimbursement for their administration fee(s)?

A. The DBA does NOT impact the provider's facility fee. Any facility fee should be billed separately and not on the DBA.

NOTIFY your EMR and EDI teams of required changes. Hospitals must be able to generate a DBA with the WVA's TIN on a CMS-1500 form.

To stay up to date with WA DOH Childhood Vaccine Program changes and WVA Vaccine Assessment Grid changes, please sign up for the WA DOH Vaccine Blurbs email list by emailing your request to WACHildhoodVaccines@doh.wa.gov.

Vaccine Blurbs

DBA Submission



Dosage-Based Assessment (837 Professional)

UN 837 Version 5010A1	Loop	Segment	Qualifier	Qualifier Description	DBA for WVA DBA Process	CMS-1500 Box
1	1	1	1	1	1	Box 25
2	1	1	1	1	1	Box 25
3	1	1	1	1	1	Box 25
4	1	1	1	1	1	Box 25
5	1	1	1	1	1	Box 25
6	1	1	1	1	1	Box 25
7	1	1	1	1	1	Box 25
8	1	1	1	1	1	Box 25
9	1	1	1	1	1	Box 25
10	1	1	1	1	1	Box 25
11	1	1	1	1	1	Box 25
12	1	1	1	1	1	Box 25
13	1	1	1	1	1	Box 25
14	1	1	1	1	1	Box 25
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Hospital DBA



and 24B instructions are unique to inpatient hospital DBA.

EMR and EDI teams of required changes.

HOSPITAL DBA EXAMPLE

FORM 0000000101

1. PATIENT INFORMATION

2. VACCINE INFORMATION

3. DBA INFORMATION

4. PAYOR INFORMATION

5. OTHER INFORMATION

6. SIGNATURES

7. NOTES

8. CHECKS

9. 19

10. 21

11. 24D

12. 24F

13. 33A

14. 33B

15. 33C

16. 33D

17. 33E

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95. 33CE

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Answers to many questions on our FAQs page. Emailing us at compliance@wvavaccine.org.



Inpatient Hospital Assessment Requirements

DATE: February 13, 2024

TO: Hospitals and Payers

INPATIENT HOSPITAL ASSESSMENT REQUIREMENTS FOR JULY 1, 2024:

In accordance with the Washington Department of Health's (DOH) Provider Enrollment Agreements for the Childhood Vaccine Program (CVP), the Washington Vaccine Association (WVA) will require hospitals receiving state supplied vaccine at no charge from the WA DOH Childhood Vaccine Program (CVP) to comply with the WVA's dosage-based assessment (DBA) process no later than July 1, 2024.

All vaccines and immunizations listed on the WVA's Vaccine Assessment Grid and administered to an insured patient under the age of 19 will require a DBA. Hospitals should refer to the DOH's Eligibility for Publicly Funded Vaccines: A Guide for Providers to determine how to properly screen patient eligibility prior to DBA submission.

A Hospital Billing Workgroup was established in late 2023, comprised of hospitals, payers, WA DOH staff, and WVA staff. The



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