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HEALTH
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PRETORIA**

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COVID-19 VACCINE REIMBURSEMENT CIRCULAR 6 OF 2021

CIRCULAR TO ALL PRIVATE SECTOR STAKEHOLDERS REGARDING THE SUBMISSION AND PROCESSING OF CLAIMS IN RESPECT OF PATIENTS VACCINATED BY THE PRIVATE SECTOR

Dear Private Healthcare COVID-19 Vaccination Site

It is with regret that we must inform private sector vaccinators that claims for the uninsured population vaccinated at private vaccination sites will be delayed to January 2021. This is due primarily to unexpected delays in validating medical scheme membership and therefore also the identification of uninsured patients.

We understand that this is an inconvenience to vaccinators which we truly regret.

In anticipation of the completion of the validation of EVDS data and the commencement of the reimbursement process to private healthcare sites for the COVID-19 vaccination of the uninsured, the National Department of Health (NDoH) has produced the following guidelines on the preparation of claims. These guidelines aim to ensure that claims are processed expeditiously, with minimal queries and rejections, to allow credits to be passed against Customers' accounts with distributors.

1. Guidelines on the Preparation of Claims for Uninsured Patients

NDoH has been made aware that Business for South Africa (B4SA) has endorsed the use of MediKredit to receive and process COVID-19 vaccination claims from private healthcare COVID-19 vaccination sites for the uninsured (i.e., not belonging to a medical scheme) population and to submit the claims to the NDoH.

MediKredit has agreed to do this and is working closely with the NDoH Vaccine Reimbursement Programme for implementation. NDoH will not, in any way, be responsible for any costs incurred by private healthcare COVID-19 sites in the process and submission of claims.

1.1. Prescribed data fields for monthly credit claims

All claims must be submitted in an electronic format, i.e., Excel or CSV (comma delimited) file. The claims will need to contain the following fields for each vaccination event to be processed by the NDoH:

Field no	Field Name	Field Description	Notes
1.	Claim No.	Claim number as per the covering invoice	Generated by the claimant for their internal tracking purposes only. Not a mandatory field

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Field no	Field Name	Field Description	Notes
2.	Claim Date	Date on which the claim is submitted to NDOH	To be generated by the claimant Format: yyyy/mm/dd
3.	Site MFL ID	Master Facility List number allocated by the NDOH to the vaccination site	Where the vaccination event took place
4.	Site Name	Site name associated with the Site MFL ID	As above
5.	Service Date	Date on which vaccine was administered	Not the date of upload of the vaccine event onto EVDS
6.	Patient Unique Identifier	Patient ID, Passport or other identifier e.g., Asylum Seeker number	
7.	Vaccination Code	Unique reference number allocated per vaccination event	
8.	Surname	Surname of patient	As above
9.	Vaccine NAPPI Code	Approved vaccine Nappi Code for the different vaccinations	<ul style="list-style-type: none"> - 3003282: (For the Pfizer vaccine) - 3003366: (For the Janssen (J&J) vaccine) As new vaccinations come on stream, relevant NAPPI codes to be added
10.	Vaccine NAPPI Code Description	Approved vaccine description	<ul style="list-style-type: none"> - Pfizer COVID-19 vaccine (section 21) multi-dose vial - Janssen (J&J) COVID-19 vaccine As new vaccinations come on stream, relevant NAPPI code descriptions to be added
11.	Vaccine Cost (excl. VAT)	Approved cost associated with Vaccine Nappi code	<ul style="list-style-type: none"> - Pfizer: R 308.48 - J&J: R 286.96 These costs are valid at the time of the writing but can be changed by notice from the NDoH
12.	VAT on Vaccine Cost	Vat amount equal to 15% of the vaccine cost	This field should only be completed if the claimant is a registered VAT vendor <ul style="list-style-type: none"> - Pfizer: R 46.27 - J&J: R 43.03

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Field no	Field Name	Field Description	Notes
13.	Vaccine Cost incl. VAT	Total cost (i.e., Vaccine Cost plus VAT)	- Pfizer: R 354.75 - J&J: R 330.00
14.	Admin Fee NAPPI Code	Approved Administration fee Nappi Code	3002823
15.	Admin Fee NAPPI Code Description	Approved description of the administration fee	Covid-19 vaccine administration fee
16.	Admin Fee Cost (excl. VAT)	Approved administration Fee excluding VAT	R 70.00
17.	VAT on Admin Fee	VAT amount equal to 15% of the admin fee	This field should only be completed if the claimant is a registered VAT vendor. VAT amount should be R 10.50
18.	Admin Fee Cost (incl. VAT)	Total Admin fee (cost plus VAT)	R 80.50

1.2. Submission of supporting invoices

Private healthcare COVID-19 vaccination sites using the processing services of MediKredit, must submit a monthly consolidated invoice with the Medikredit report(s) to the NDOH which corresponds to the monthly claim value submitted through MediKredit.

COVID-19 vaccination sites not using MediKredit, are required to submit a monthly invoice, with their detailed claims as support for the invoice, to the NDoH. Monthly invoices must align to the accompanying claims.

Private healthcare COVID-19 vaccination sites who are registered VAT vendors will have to submit a valid Tax Invoice.

Claims must only be submitted through a single channel to avoid duplicate claims, increased rejections and increased reconciliation time.

The MediKredit MediVax platform has already been set up to submit claims in the prescribed format. MediKredit will, on a monthly basis, provide a report to each site of all claims submitted for the previous month. This claims report will be fully compliant with NDoH requirements.

If the COVID-19 vaccination site is not the account holder, the site will need to provide the claims report to the account holder. The account holder is then required to submit

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a consolidated invoice (i.e., for all affiliated sites) to the NDoH so that the credits can be passed to the account holder.

Monthly claims for each site must be allocated a unique claims report number. These unique claims report numbers, with corresponding totals, must be itemised on the account holder's monthly consolidated invoice.

2. Preparing backlog claims in monthly batches (May – November 2021)

When the reimbursement system goes "live", the backlog transactions will be addressed first and claims from the oldest months will be processed first, for example, May, then June etc. A batch processing method will be followed, with the claims for each month being processed as a batch. Private healthcare COVID-19 vaccination sites will be notified when claims for each month, starting with May 2021, can be submitted. Private healthcare COVID-19 vaccination sites are requested to only submit claims for months that have been opened for submission. Claims will be processed in monthly batches to enable coincide with monthly statements issued by distributors. Any outstanding claims for backlog months that have already been opened, can be submitted at any point after the call for claims for a particular month. Outstanding claims must however be submitted in a distinct monthly report with a unique claims report number.

3. Information to follow

The following information will be circulated next:

- Process and exact address for the submission of claims not submitted through Medikredit.
 - Process, including timeframes, for the submission of claims submitted to Medikredit, either via the Medivax platform or via electronic claims integration.
 - Process, including timeframes, for the processing of received claims and issuing of credit instructions to distributors for valid claims.
 - Process, including timeframes, for the treatment of claims with upfront rejections.
 - Process, including timeframes, for queries and/or disputes on rejected claims and credits passed.
4. Please direct any enquiries and requests for further information to the following email address: cov19enquiries@health.gov.za
 5. NDoH appreciates the continued support and contributions by private healthcare COVID-19 vaccination sites to a successful COVID-19 vaccination programme.

Kind regards,



DR SSS BUTHELEZI
DIRECTOR-GENERAL: HEALTH
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