

## **2009 Flu Shot Clinics Frequently Asked Questions**

### **Who may receive the flu shot?**

The program is available to HealthPartners covered employees and their covered dependents. You have the option to offer the program to employees only or employees and their dependents. An employee who receives HealthPartners coverage from a spouse/significant other through a different employer group is also eligible to participate.

### **Is there a cost for the program?**

- **Fully insured employers:** This is a health benefit for HealthPartners-covered employees and their dependents and there is no cost.
- **Self insured employers:** The cost per shot will vary by vendor and will include a nominal claims processing administration charge.
- **Non-covered employees or dependents:** The cost per shot varies by vendor. The vendor can invoice you after the flu shot clinic date for all non covered employees or collect payment from the employee at the time the flu shot is administered.
- Note: Some out of state travel costs may apply.

### **Is there a minimum shot requirement?**

The minimum shot requirement varies by vendor and typically ranges from 20 to 30 participants per clinic site. If an employer has less than the minimum requirement per site, they will be billed for the minimum requirement and/or an hourly fee.

### **Is there a minimum age to receive the shot?**

The minimum age varies by vendor, ranging from 3-18 years of age. For children under 18, a guardian is required to sign the consent form and must be present. For children under 9 who are receiving a flu shot for the first time, their parent or guardian should plan to make arrangements for a second shot one month after their first shot.

### **How will the shot be administered?**

A needle will be used to administer the vaccine. Some flu mist will be available, so if interested, please inquire about availability and cost.

### **What is required of the employer?**

We ask that you designate a contact person to coordinate scheduling the clinic date and time. The contact person is responsible for distributing program information to the employees.

At the time of the clinic, your employees fill out an employee consent form and must supply their HealthPartners member number (from their ID card) to ensure coverage. Employees who do not know their member number can call Member Services at 952-883-5000.

In addition, the contact person will need to provide necessary supplies (tables, chairs, and wastebaskets) for the nurses.

**How does the employer sign up for the program?**

- Web: Go to <http://healthpartners.com/employer>, click on Worksite Flu Shots, and submit the Employer Registration form indicated.
- Mail or fax: Send the Employer Registration form to Worksite Health no later than October 1, 2009.
- Phone or email: 952-883-7574 or [florence.e.fadell@healthpartners.com](mailto:florence.e.fadell@healthpartners.com)

We encourage you to complete and return the registration form as soon as possible if you have specific date and time preferences. You can indicate a preference for the vendor who will provide the shots at the worksite. Worksite Health will forward the registration information to one of our vendors. The vendor will then contact you to schedule the clinic date(s) and time(s).

**Are there any known shortages of the influenza vaccine?**

A shortage of supply can occur if there is trouble in growing and producing the vaccine. We will be kept informed as the season progresses. At this time, there have been no shortages reported. If there were to be a shortage in vaccine; high risk individuals will be the first to receive the vaccination.

**How do I receive more information on the influenza vaccine?**

Contact Worksite Health at (952) 883-7574 or visit [healthpartners.com/employer](http://healthpartners.com/employer).