

1. Screen for Eligibility

Eligibility screening must be conducted prior to the administration of any 317-funded vaccine (e.g., Vaccines for Adults, Local Health Department (LHD) 317 and CA Bridge Access Programs). Eligibility is self-reported by the patient and verification of eligibility can be obtained verbally from the patient.

✓ Eligible for VFA, LHD 317 and/or BAP (COVID) vaccines if at least 19 years of age and

1. Has no insurance, or
2. Is underinsured (public or private health insurance does not cover all vaccines or covers vaccines with a fixed dollar limit which has been reached, a person whose insurance does not provide first-dollar coverage for vaccines or requires a co-payment.*)

✓ Eligible for certain VFA or LHD 317 vaccines if at least 19 years of age and

3. Has Medicare **Part B**, but **NOT Part D**, patient is eligible for:
 - Hep A
 - HPV
 - MMR, Polio (IPV)
 - RSV, Tdap
 - Varicella, and Zoster
4. Has Medicare **Part D**, but **NOT Part B**, patient is eligible for:
 - Hep B, PCV20/PCV21

2. Document Patient's Eligibility

There are three important elements to include when you document a patient's eligibility:

1. Date of screening
2. If patient is eligible for the Vaccines for Adults (VFA), Local Health Department (LHD) 317 and/or CA Bridge Access Program (BAP)
3. If patient is eligible AND at least 19 years of age, document which of the criterion above is met (e.g., "317")

3. Use a Compliant Record Keeping System

• CAIR and Electronic Health/Medical Record (EHR/EMR)

Note: if your practice's EMR/EHR does not capture all the necessary screening elements, they may be documented in the system's notes section.

• CAIR and [317 Eligibility Screening Form \(PDF\)](#) (IMM-1226)

Make sure to maintain patient eligibility screening records for a minimum of 3 years. [Refer to the 317 CAIR Documentation Requirement.](#)

4. Communicate the Patient's Eligibility

All staff should be knowledgeable of eligibility. Ensure practice protocols are in place so vaccinators know when to use 317-funded versus private vaccines.

* The adult person would qualify for 317-funded vaccines if they have any copay, co-insurance, and/or deductible for the cost of the vaccine. This policy does not apply for any co-pay, etc., for administration or office visit fees.