The cost and administration of pneumococcal and influenza vaccine to Medicare beneficiaries are 100 percent reimbursable by Medicare. This worksheet provides for the computation of the cost of the pneumococcal and influenza vaccines. Use this worksheet for vaccines rendered to hospital-based FQHC patients who, at the time of receiving the vaccine(s), were not inpatients or outpatients of the hospital. If a patient simultaneously received a vaccine(s) with any Medicare covered services as an inpatient or outpatient of the hospital, those vaccine costs are reimbursed through the hospital provider and cannot be claimed by the hospital-based FQHC.

**Line 1.** Enter the health care staff cost from Worksheet N-1, column 7, sum of lines 23, and 25 through 36, in columns 1 and 2, as applicable. Physician services under agreement are excluded from this total.

**Line 2.** Enter the ratio of the estimated percentage of time involved in administering pneumococcal and influenza vaccine injections to the total health care staff time. Do not include physician service under agreement time in this calculation. Obtain the estimated percentage of time spent from your accounting books and records.

**Line 3.** Multiply the amount on line 1 by the amount on line 2, and enter the result.

**Line 4.** Enter the cost of pneumococcal and influenza vaccines and the cost of related medical supplies from Worksheet N-1, column 7, lines 47 and 48, in columns 1 and 2, respectively.

**Line 5.** Enter the sum of lines 3 and 4.

**Line 6.** Enter the total direct costs of the facility from Worksheet N-1, column 7, line 100, minus Worksheet N-1, column 7, line 8.

**Line 7.** Enter the administrative overhead of the facility from Worksheet N-1, column 7, line 8.

**Line 8.** Divide the amount on line 5 by the amount on line 6 and enter the result.

**Line 9.** Multiply the amount on line 7 by the ratio on line 8 and enter the result.

**Line 10.** Enter the sum of the amounts on lines 5 and 9.

**Line 11.** Enter in columns 1 and 2, respectively, the total number of pneumococcal and influenza vaccine injections from your records.

**Line 12.** Compute the cost per pneumococcal and influenza vaccine injection by dividing the costs on line 10 by the number of injections on line 11 and entering the result.

**Line 13.** Enter from your records the number of pneumococcal and influenza vaccine injections administered to Medicare beneficiaries, in columns 1 and 2 respectively.

**Line 14.** Enter the Medicare cost per pneumococcal and influenza vaccine injection by multiplying the cost per vaccine on line 12 by the number of injections administered to Medicare beneficiaries on line 13.

**Line 15.** Enter the total cost of pneumococcal and influenza vaccine and administration by entering the sum of the amounts in columns 1 and 2, line 10.

**Line 16.** Enter the Medicare cost of pneumococcal and influenza vaccine and administration by entering the sum of the amount in columns 1 and 2, line 14. Transfer this amount to the Worksheet N-4, line 2.