



Vaccine Administration Fees and Billing

Cost of vaccine

VFC-supplied vaccines are provided at no cost to both the VFC provider and VFC-eligible children. Do not charge patients, Medicaid, or other third-party payer for the cost of VFC vaccines.

Administration fees

A provider may charge a “vaccine administration fee” when vaccinating VFC-eligible children.

- **For Medicaid-eligible patients:** Providers must accept the Medicaid reimbursement rate and cannot charge the patient.
- **For non-Medicaid VFC-eligible patients:** Provider can bill a vaccine administration fee that does not exceed the administration fee cap of \$20.83 per vaccine in Wisconsin. The provider may only issue a single bill to the patient within 90 days of vaccine administration. If the vaccine administration fee remains unpaid, these charges may not be sent to collections. In addition, the provider may not refuse to vaccinate an eligible child whose parents have unpaid vaccine administration fees or who are unable to pay the administration fee.

If a billing compliance issue is identified, providers may need to show proof of proper billing practices and may be required to provide billing statements for review.

Clarification for select situations:

Medicaid as secondary insurance: The provider should choose the option that is most cost-effective for the family. The parent of a child with Medicaid as secondary insurance should never be billed for a vaccine or an administration fee.

- Some children may have a private primary health insurance plan with Medicaid as their secondary insurance. These children are considered VFC-eligible because of their Medicaid enrollment.
- If a child has Medicaid as secondary insurance and the primary insurance is a high-deductible insurance plan requiring the parent to pay out of pocket for vaccines, the child should be considered VFC-eligible if the family has not yet reached its deductible.
- It is best practice for a clinic to have a policy in place to ensure the proper eligibility category is selected and billed appropriately.

American Indian or Alaskan Native with private insurance or Medicaid:

- If the patient has private insurance, the provider should choose the eligibility category that is most cost-effective for the child and family.
- If the patient has Medicaid, it should be used for the administration fee because Medicaid provides the least out-of-pocket expense for the family.

Health Care Sharing Programs or Health Sharing Ministries: A health cost sharing program is not considered health insurance in the state of Wisconsin. Therefore, age-eligible children would be considered uninsured and thus eligible for VFC vaccines.

Medicaid billing resources

For questions related to Medicaid billing, please contact ForwardHealth directly.

[ForwardHealth Vaccines - Topic #12457](#)

[ForwardHealth Immunizations – Topic #503](#)

[ForwardHealth Vaccine for Children Program – Topic #3545](#)

[ForwardHealth Procedure Codes – Topic #2408](#)

[ForwardHealth Telephone Hotlines](#)

[Vaccine Billing for Local and Tribal Health Departments: Live Training](#)

[Vaccine Billing for Local and Tribal Health Departments: Q/A Document](#)