

Executive Officer Notice: Administration of Publicly Funded Influenza Vaccines in Ontario Pharmacies

Posted **October 14, 2025**

For the 2025/26 influenza immunization season
(September 1, 2025 to August 31, 2026)

This Executive Officer (EO) Notice and the accompanying Questions and Answers (Qs & As) set out the terms and conditions for a participating pharmacy's submission of claims for payment (claims) for administering publicly funded influenza vaccines to eligible Ontarians. Each document is a ministry policy that pharmacy operators must comply with under section 3.2 of the Health Network System (HNS) Subscription Agreement for Pharmacy Operators.

Pharmacy staff administration

Part A pharmacists¹ and trained pharmacy staff² who have completed the required injection training and have registered this training with the Ontario College of Pharmacists (OCP) (subject to an exception for students) can administer publicly funded injectable influenza vaccine to eligible individuals aged two years and older at participating pharmacies. In addition, trained pharmacy staff can only administer the injectable influenza vaccine under the supervision of a pharmacist.³ Pharmacy students and pharmacy technician students cannot register their injection training with the OCP, but must still have completed the

¹ For the purposes of this EO Notice and the accompanying Qs and As, references to a pharmacist who administers the influenza vaccine refer to Part A pharmacists. Part A pharmacists include registrants of the OCP who hold a certificate of registration as a pharmacist (emergency assignment).

² For the purposes of this EO Notice and the accompanying Qs and As, trained pharmacy staff means interns and pharmacy technicians (including pharmacy technicians (emergency assignment)), subject to the terms, conditions and limitations set out in O. Reg. 256/24 under the *Pharmacy Act, 1991*, as well as pharmacy students, pharmacy technician students, and intern technicians who are authorized to administer vaccines pursuant to a delegation under section 28 of the *Regulated Health Professions Act, 1991* (RHPA) or in accordance with clause 29(1)(b) of the RHPA, as the case may be. Pharmacy staff should refer to this legislation for more information.

³ For the purposes of this EO Notice and the accompanying Qs and As, references to a pharmacist who supervises trained pharmacy staff (as defined in note 2) refer to a Part A pharmacist and, if applicable, a pharmacist (emergency assignment - see details on the [OCP webpage](#)).

required injection training. Administration of the influenza vaccine by injection must be in accordance with Ontario's Universal Influenza Immunization Program (UIIP).

Pharmacists and trained pharmacy staff must be familiar with and follow the conditions that apply to their scope of practice for administering the influenza vaccine, as set out in the regulations under the *Pharmacy Act, 1991*.

Pharmacy eligibility

Pharmacies are eligible to submit claims for administering the influenza vaccine using the ministry's HNS provided that they:

- have been approved to provide publicly funded influenza vaccines under the UIIP for the 2025/26 season, and
- have completed the *User Agreement for Pharmacies with a Licensed Injection-Trained Pharmacist Requesting Publicly Funded Influenza Vaccines for the 2025/26 Universal Influenza Immunization Program (UIIP)*⁴.

Individual eligibility

Subject to the timelines further described below, individuals are eligible to receive the publicly funded influenza vaccine if they meet the following criteria ("eligible individuals"):

- the individual is two years of age or older and lives, works, or goes to school in Ontario; and
- if the individual is a resident of a long-term care home (LTCH) and receiving the vaccine in the LTCH, then the individual must have a prescription for the vaccine.

As further described below, eligible individuals who belong to high-risk and priority populations should receive an influenza vaccine as soon as possible in the fall, whereas eligible individuals in the general population can begin receiving an influenza vaccine on October 27, 2025.

⁴ The [User Agreement](#) outlines provincial requirements for pharmacies in meeting the UIIP including vaccine ordering, storage and handling; cold chain requirements and incident management; a passed vaccine refrigerator inspection; and other requirements of the program. A minimum of one trained pharmacist who is registered as such with the OCP must be listed on the respective approved pharmacy's User Agreement with the Office of Chief Medical Officer of Health, Public Health, Ministry of Health.

1. High-risk populations

The following individuals are at increased risk of influenza-related complications or are more likely to require hospitalization and **should receive** the influenza vaccine **as soon as it becomes available in the fall**:

- Residents in congregate living settings (e.g. chronic care facilities, long-term care homes, retirement homes)
- Adults 65 years of age and older
- All pregnant individuals
- All children 2 to 4 years of age
- Individuals in or from First Nations, Métis or Inuit communities
- Individuals 2 years of age and older with the following underlying health conditions:
 - Cardiac or pulmonary disorders
 - Diabetes mellitus or other metabolic disease
 - Cancer
 - Conditions or medication which compromise the immune system
 - Renal disease
 - Anemia or hemoglobinopathy
 - Neurologic or neurodevelopment conditions
 - Class 3 obesity (body mass index of 40 or more)
 - Children and adolescents (2 to 18 years) undergoing treatment with acetylsalicylic acid for long periods

2. Priority Populations

To optimize co-administration with COVID-19 vaccine,⁵ the following individuals **may receive** influenza vaccine **as soon as it becomes available in the fall**:

- Staff and care providers in congregate living settings (e.g. chronic care facilities, long-term care homes, retirement homes)
- Health care workers
- First responders
- Members of underserved communities
- Individuals whose occupational or recreational activities increase their risk of exposure to avian influenza A viruses

⁵ For more information about eligibility for the COVID-19 vaccine through Ontario pharmacies, please refer to the most recent version of the Executive Officer Notice: Administration of Publicly Funded COVID-19 Vaccines in Ontario Pharmacies, available on the [ministry's website](#).

- Individuals with significant exposure to birds or mammals are more likely to have significant exposure to influenza A(H5N1) through interactions with birds or mammals (such as poultry, livestock, slaughterhouse and processing plant workers, wildlife officers/researchers, and veterinarians). Seasonal influenza vaccines do not provide protection against infection with influenza A(H5N1) viruses. However, they may reduce the risk of seasonal human and influenza A(H5N1) virus co-infection and possible viral reassortment leading to a human-transmissible virus with pandemic potential.

3. General population

All individuals (2 years of age and older without contraindications) who do not belong to the high-risk or priority populations described above **may receive** the influenza vaccine **starting on October 27, 2025**.

Individuals in the following two groups are **particularly recommended** to receive the influenza vaccine, once eligible (starting October 27, 2025):

- I. Individuals capable of transmitting influenza to those listed in the high-risk populations section above:
 - Care providers in the community
 - Household contacts (adults and children) of individuals at high risk of influenza related complications
 - Persons who provide care to children ≤ 4 years of age
 - Members of a household expecting a newborn during the influenza season
 - Those who provide services within a closed or relatively closed setting to persons at high risk of influenza related complications (e.g. crew on a ship)
- II. People who provide essential community services

Dose recommendations

Age	Number of doses recommended for the current season
2 years to under 9 years of age – Not previously immunized with any influenza vaccine in their lifetime	2 doses at least 4 weeks apart*
2 years to under 9 years of age – Previously immunized with at least one dose of any influenza vaccine in their lifetime	1 dose

9 years of age and older	1 dose
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*It is NOT necessary to use the same vaccine product for both doses.

The influenza TIV vaccines may be given at the same time with other vaccines, or at any time before or after other vaccines, including COVID-19 vaccine and/or respiratory syncytial virus (RSV) vaccine as well as RSV monoclonal antibody products.

Publicly funded influenza vaccines must be administered free of charge to all eligible individuals.

In the case of influenza vaccines administered to individuals with a valid Ontario health number,⁶ pharmacists must submit claims for payment using the ministry's HNS.

- In the case of influenza vaccines administered to eligible individuals **without** a valid Ontario health number, pharmacists must submit claims using a Proxy ID for payment using the ministry's HNS⁷.
 - Proxy ID is **6999 999 995**
 - Pharmacists must enter the eligible individual's name, gender and age when using the Proxy ID

Description and payment

- There is **no** cost to eligible individuals who receive the influenza vaccine when administered by an injection-trained pharmacist or trained pharmacy staff retained by an eligible pharmacy. **Table 1** lists the publicly funded influenza vaccines that are available for pharmacies to order for the 2025/26 season, including age eligibility criteria for each vaccine⁸.

⁶ In this Executive Officer Notice and the accompanying Qs and As, "Ontario health number" means Ontario Health Card Number or Ontario Drug Benefit (ODB) eligibility number issued by the Ministry of Children, Community and Social Services or by a Home and Community Care Support Services organization for some ODB program recipients.

⁷ For claim submission requirements for ODB program recipients without an Ontario Health Insurance Plan (OHIP) card, please refer to section 6.15 of the [Ontario Drug Programs Reference Manual](#).

⁸ Inclusion of a product in the list of publicly funded vaccines available for pharmacies to order does not guarantee supply of the product through participating pharmaceutical distribution companies.

Table 1: Publicly Funded Influenza Vaccines

DIN	Influenza Products for 2025/26	Dosage format	Eligibility
02420686	Fluviral GlaxoSmithKline Inc. (Trivalent influenza vaccine)	Intramuscular injection. 15 mcg/0.5mL; multi-dose vial	2 years of age and older
02365936	Fluzone® Sanofi Pasteur Limited (Trivalent influenza vaccine)	Intramuscular injection. 15 mcg/0.5mL; multi-dose vial	2 years of age and older
02365707	Fluzone® Sanofi Pasteur Limited (Trivalent influenza vaccine)	Intramuscular injection. 15 mcg/0.5mL; single dose, pre-filled syringe	2 years of age and older
02553708	Flucelvax® Seqirus Canada Inc. (Trivalent influenza vaccine)	Intramuscular injection. 15 mcg/0.5mL; single dose, pre-filled syringe	2 years of age and older
02445646	Fluzone® High-Dose Sanofi Pasteur Limited (High-dose trivalent influenza vaccine)	Intramuscular injection. 60 mcg /0.5mL; single dose, pre-filled syringe	65 years of age and older
02362384	Fluad® Seqirus Canada Inc. (Adjuvanted trivalent influenza vaccine)	Intramuscular injection. 15 mcg/0.5mL; adjuvant; single dose, pre-filled syringe	65 years of age and older

Important notes:

- Fluzone® and Fluzone® High-Dose are DIFFERENT products. Fluzone® High-Dose is authorized ONLY for individuals aged 65 years and older. Please use caution when administering Fluzone® products.
- Eligible individuals, or their substitute decision-makers, must provide informed consent for the administration of the vaccine, which may be obtained using a signed consent form.
- Pharmacies that submit a claim for payment through the HNS using the assigned drug identification number (DIN) will be reimbursed an administrative fee of \$8.50 per eligible claim for administering the publicly funded injectable influenza vaccine.
 - This same administrative fee will also apply to the administration of publicly funded injectable influenza vaccine to residents of LTCHs by pharmacies that service LTCHs. To further clarify, the administration of the influenza vaccine by participating pharmacies to residents of LTCH is **outside of** the current

capitation payment model used to pay pharmacy service providers for providing professional pharmacy services to LTCH residents.

- Pharmacies can access personal protective equipment (PPE) from the ministry's dedicated supply, on an emergency basis if needed. Refer to the Pharmacy Qs & As for more information.

Procedures

- Subject to the exception below, the pharmacist who administers the publicly funded influenza vaccine (or supervises the administration by trained pharmacy staff) must be identified in the prescriber field on the claim submitted through the HNS using the DIN specific to the publicly funded influenza vaccine administered as listed in **Table 1** above.
 - **Exception:** in the case of an eligible individual who is a resident in a LTCH and is receiving the vaccine in the LTCH, the prescriber field on the claim submitted through HNS must identify the prescriber who directed the administration of the vaccine product to the resident.
- Pharmacists must ensure that the eligible individual's date of birth (see age eligibility criteria in **Table 1** above), Ontario health number (or Proxy ID if applicable) and name (as it appears on the eligible individual's OHIP card or other identifying document) are part of the HNS claims submission.⁹ Failure to do so may impact the ability to submit future claims for these individuals.
- The pharmacy must provide each eligible individual with a written or electronic record of their influenza immunization injection.

Pharmacy documentation requirements

Pharmacies must keep a record of every dose of publicly funded influenza vaccine administered.

Pharmacists, pharmacy staff and pharmacies shall keep records consistent with their obligations under the *Pharmacy Act, 1991*, the *Drug and Pharmacies Regulation Act*, and any instructions or guidelines provided by the OCP or the ministry.

For purposes of post-payment verification, pharmacy records related to claims for administering a publicly funded influenza vaccine must be maintained in a readily available format for the purpose of ministry inspection for a minimum of 10 years from the last

⁹ For claim submission requirements for ODB program recipients **without** an OHIP card, please refer to section 6.15 of the [Ontario Drug Programs Reference Manual](#).

recorded pharmacy service provided to the eligible individual, or until 10 years after the day on which the eligible individual reached or would have reached the age of 18 years, whichever is longer.

Overpayments due to inappropriate claim submissions are subject to recovery.

Documentation requirements are:

- A record of:
 - Name, date of birth and address of eligible individual
 - Name of vaccine administered, strength/dose (if applicable), lot number, expiry date, time, date and location of immunization, route and site of administration
 - Name, pharmacy address and signature of the trained pharmacist (or trained pharmacy staff) who administered the vaccine
- In the case of an eligible individual who is a resident of a LTCH and is receiving the vaccine in the LTCH, a copy of the individual's prescription for the vaccine
- A record of the informed consent of the eligible individual or their substitute decision-maker, which may consist of a signed consent form
- A copy of the record of influenza immunization provided to the eligible individual
- A record of any adverse events following immunization (AEFIs) that may or may not result in the administration of epinephrine, and the circumstances relating to the administration of the substance
- Pharmacists are required by law to report AEFIs. Reports should be made using the [Ontario Adverse Events Following Immunization Reporting Form](#) and sent to the local [public health unit \(PHU\)](#)¹⁰. A copy of the Reporting Form sent to the PHU must be retained by the pharmacy.

Pharmacy documentation must also meet OCP's policies and guidelines, including their [Record Retention, Disclosure and Disposal Guidelines](#) and [Documentation Guidelines](#)

Pharmacy billing procedure for publicly funded vaccine

Claims submission requirements for Ontario Drug Benefit (ODB)-eligible recipients and Non-ODB recipients can be accessed in the [Ontario Drug Programs Reference Manual](#) Section 6.15.

¹⁰ For complete reporting requirements, please refer to the pharmacy [User Agreement](#) for adverse events. For additional information, please contact your local PHU. Refer to the ministry website for a list of [Ontario public health units](#).

Restrictions to the UIIP

Restrictions include:

- Injection-trained pharmacists (or trained pharmacy staff under the supervision of a pharmacist) retained by eligible pharmacies are permitted to administer a publicly funded influenza vaccine outside the boundaries of the pharmacy, if the vaccine is administered within the geographic boundaries of the PHU where their pharmacy is located. Pharmacists (or trained pharmacy staff under the supervision of a pharmacist) may administer the flu vaccine to residents of retirement homes, residents of LTCHs or residents of other congregate settings within their PHU, with collaboration of the operators of those settings.
- However, pharmacists (or trained pharmacy staff under the supervision of a pharmacist) must not administer the vaccine to hospital in-patients. See the most recent version of the accompanying Qs and As document for more information.
- In accordance with the [Vaccine Storage and Handling Guidelines](#), pharmacies should ensure that vaccine is being stored, transported and monitored appropriately when removing and administering doses outside the pharmacy. Please contact your local [PHU](#) for assistance.
- If an eligible individual does not have a valid Ontario health number, a pharmacist (or trained pharmacy staff under the supervision of a pharmacist) can still administer the influenza vaccine provided the individual possesses valid documentation that they live, work or go to school in Ontario.
- Administration of non-publicly funded influenza vaccine products that are privately purchased by the pharmacy do not qualify for payment.
- Participating pharmacies cannot transfer publicly funded influenza vaccine inventory to any other pharmacy, health care provider and/or organization, including any affiliated or commonly-owned pharmacy.
- Pharmacists (or trained pharmacy staff under the supervision of a pharmacist) must not administer an influenza vaccine that was not ordered and received by their pharmacy from a participating pharmaceutical distributor.
- The ministry does not accept paper claims for payment for influenza vaccines administered by a pharmacist (or trained pharmacy staff under the supervision of a pharmacist), unless there is a need to use 3 intervention codes.
- A pharmacist's recommendation to a prescriber that an eligible individual should receive an influenza vaccine, whether the vaccine is eligible for public funding or not, is not a service eligible for payment under the Pharmaceutical Opinion Program.

Reimbursement of epinephrine auto-injector for emergency treatment after administration of the influenza vaccine

In a situation of an adverse event resulting immediately after a pharmacist's (or trained pharmacy staff under the supervision of a pharmacist) administration of the publicly funded influenza vaccine to an eligible individual aged two years or older, the ministry will reimburse pharmacies for the acquisition cost of the epinephrine auto-injector up to the total amount reimbursed as set out in section 6.15 of the [Ontario Drug Programs Reference Manual](#). Emergency treatment must take place in the pharmacy or at the vaccine immunization location (see above restrictions on locations for vaccine administration). If the individual is a resident of a LTCH and receiving the epinephrine in the LTCH, then the individual must have a prescription for the epinephrine auto-injector.

Pharmacy epinephrine auto-injector billing procedures

For detailed information on reimbursement of the epinephrine auto-injector up to the total amount reimbursed and, claims submission (for eligible individuals with or without an Ontario health number or OHIP card), documentation requirements and restrictions please refer to the [Ontario Drug Programs Reference Manual](#) Section 6.15.

- The value indicated in the 'total amount reimbursed' column (Section 6.15) for the epinephrine auto-injector will be reimbursed by the Ontario government, if applicable.
- Pharmacy staff must use the product identification number (PIN) of the epinephrine product and submit a second claim through the HNS following the influenza vaccine claim on the same day of service. Do not enter the DIN, a mark-up, or a dispensing fee.
- The ministry does not accept paper claims for payment for epinephrine auto-injector unless there is a need to use 3 intervention codes.

Despite section 6.15 of the Reference Manual, in the case of an eligible individual who is a resident in a LTCH and is receiving the epinephrine in the LTCH, the prescriber field on the claim submitted through HNS must identify the prescriber who directed the administration of the epinephrine auto-injector product to the resident.

In addition to the documentation requirements set out in section 6.15 of the Reference Manual, if an epinephrine auto-injector is administered to an eligible individual who is a

resident of a LTCH within the LTCH, pharmacies must keep a copy of the individual's prescription for the epinephrine autoinjector.

Additional Information:

If your pharmacy has an ownership change, relocation, or closure during the 2025/2026 Influenza Immunization season, please notify the Ministry at OPDPInfobox@ontario.ca and include the following information (provide previous details if available):

- Status change of your pharmacy and date, if known
- Pharmacy name, full address, and ON#

For pharmacies:

Please call ODB Pharmacy Help Desk at: 1-800-668-6641

For all other Health Care Providers and the Public:

Please call ServiceOntario, Infoline at 1-866-532-3161 TTY 1-800-387-5559. In Toronto, TTY 416-327-4282.