

Executive Officer Notice: Administration of Publicly Funded Influenza and COVID-19 Vaccines in Ontario Pharmacies

Effective September 28, 2026

For the 2026/2027 immunization season (September 1, 2026 to August 31, 2027)

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 and/or COVID-19 vaccines to eligible individuals. Each document is a Ministry of Health (ministry) policy that pharmacy operators must comply with under section 3.2 of the Health Network System (HNS) Subscription Agreement for Pharmacy Operators.

The EO Notice and the accompanying Qs & As document are not intended to describe a pharmacy operator's obligations in respect of administering injectable vaccines under applicable legislation, other agreements with the Province of Ontario, or policies of the Ontario College of Pharmacists (OCP). Pharmacy operators with questions about their legal obligations outside of the HNS Subscription Agreement should refer to the applicable legislation, other agreement, or OCP policy as appropriate. The EO Notice and the accompanying Qs & As do not provide any health counselling, medical opinion, or medical advice for patients or health care providers.

This EO Notice replaces the previous EO Notice: Administration of Publicly Funded COVID-19 Vaccines in Ontario Pharmacies that was effective September 22, 2025. This EO Notice also replaces the previous EO Notice: Administration of the Publicly Funded Influenza Vaccines in Ontario Pharmacies that was effective September 1, 2025 and Posted October 14, 2025.

Pharmacy staff administration

Pharmacies must ensure publicly funded COVID-19 and flu vaccines that are ordered and received by the pharmacy are administered to eligible recipients by a(n):

- registered injection-trained pharmacist¹ (as stipulated in paragraph 24 of [User Agreement for Pharmacies with a Registered Injection-Trained Pharmacist Requesting Publicly Funded Vaccines for the 2026/2027 Immunization Period](#)) employed or otherwise retained by the pharmacy; or,
- injection-trained pharmacy student², a registered injection-trained intern, a registered injection-trained pharmacy technician with a certificate of registration that permits direct patient care, or a registered injection-trained intern technician with a certificate of registration that permits direct patient care, under the supervision of a registered injection-trained pharmacist employed or otherwise retained by the pharmacy (also referred to in this document and accompanying Qs & As as “trained pharmacy staff”); or,
- registered nurse (RN) who is authorized to administer vaccine independently, in accordance with their scope of practice and in compliance with their regulatory body; and/or
- RN who is not authorized to administer vaccine independently, or a registered practical nurse (RPN), who is administering vaccine under:
 - A valid delegation from a regulated health professional who is authorized to perform the controlled act of administering the vaccine and to delegate that act to others. The delegating health professional must meet all applicable regulatory requirements for delegation, and the RN or RPN must comply with all conditions and obligations associated with the delegation; or,
 - An order from an individual listed in clause 5(1)(b) of the *Nursing Act, 1991*.

¹ For the purposes of this EO Notice and accompanying Qs & As, the term “pharmacist” also captures pharmacists practicing under the [As of Right Legislation](#), unless otherwise specified.

² In accordance with clause 29(1)(b) of the *Regulated Health Professions Act, 1991*, a pharmacy student may only administer a vaccine if the student does so in the course of fulfilling the requirements to become a pharmacist, administering the vaccine is within the scope of practice of pharmacists, and the student administers the vaccine under the supervision or direction of a member of the profession (i.e. a Part A Pharmacist or pharmacist (emergency assignment)).

Note: The authority to administer vaccines independently is dependent on the authority to prescribe and is not part of entry-level RN competencies. RNs must successfully complete prescribing education approved by College of Nurses of Ontario (CNO) Council to prescribe medication, including vaccines.

Pharmacy eligibility

In order to be eligible to submit claims for providing the vaccines, a pharmacy operator (also referred to in this document as a “participating pharmacy”) must be authorized by the ministry and meet the following requirements:

- have completed and submitted the [User Agreement for Pharmacies with a Registered Injection-Trained Pharmacist Requesting Publicly Funded Vaccines for the 2026/2027 Immunization Period³](#) and have been approved to participate; and
- be onboarded to Panorama Guided Workflow (PGW) for the purpose of submitting claims for **COVID-19 vaccines**.

Individual eligibility

Individuals are eligible to receive the publicly funded influenza and/or COVID-19 vaccines through the Universal Influenza Immunization Program (UIIP) and COVID-19 vaccine program if they meet the following criteria (“eligible individuals”):

- The individual meets the clinical criteria established by the Ontario Chief Medical Officer of Health (see the *Health Care Provider Fact Sheets for [COVID-19](#) and influenza vaccines for [individuals 6 months to 64 years of age](#) and [≥ 65 years of age](#)*),
- **For influenza vaccines:** the individual is two years of age or older and lives, works, or goes to school in Ontario.
- **For COVID-19 vaccines:** the individual is 6 months or older and lives, works, or goes to school in Ontario.

³ The Office of Chief Medical Officer of Health, Public Health, Ministry of Health’s [User Agreement](#) outlines provincial requirements for pharmacies to participate in the UIIP and COVID-19 vaccine programs. These requirements pertain to 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.

- 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.

Individuals who belong to high-risk and priority populations should receive an influenza and/or COVID-19 vaccine as soon as possible in the fall, whereas eligible individuals in the general population can begin receiving an influenza and/or COVID-19 vaccine on **October 26, 2026**. For more information on phased seasonal implementation for high-risk and priority groups, please refer to the Health Care Provider Fact Sheets for [COVID-19](#) and influenza vaccines ([individuals 6 months to 64 years of age](#) and [≥ 65 years of age](#)) for guidance.

Publicly funded influenza and/or COVID-19 vaccines must be administered free of charge to all eligible individuals.

In the case of influenza and/or COVID-19 vaccines administered to individuals without a valid Ontario health number/ODB eligibility number⁴, pharmacists must submit claims using a Proxy ID for payment using the ministry's HNS⁵.

- Proxy ID for influenza vaccines is **6999 999 995**
- Proxy ID for COVID-19 vaccines is **79999 999 93**
- 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 any publicly funded influenza and/or COVID-19 vaccine when administered by an injection-trained pharmacist, trained pharmacy staff, RN or RPN retained by an eligible pharmacy. **Table 1 and Table 2** in the Appendix list the publicly funded influenza and COVID-19 vaccines

⁴ In this EO Notice and the accompanying Qs and As, "Ontario health number" means the 10 digit number that identifies a recipient of health care benefits provided by the Ministry of Health (note: in some cases, a one or two-character Version Code forms part of the health number) and "Ontario Drug Benefit (ODB) eligibility number" means:

- an Ontario health number;
- or another 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 that identifies a recipient of ODB program benefits.

⁵ 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](#).

that are available for pharmacies to order, including age eligibility criteria for each vaccine.⁶

Procedures

- Subject to the exception below, the pharmacist who administers the publicly funded influenza and/or COVID-19 vaccine (or supervises the administration by trained pharmacy staff, RN or RPN) must be identified in the prescriber field on the claim submitted through the HNS using the drug identification number (DIN) specific to the publicly funded influenza and/or COVID-19 vaccine administered as listed in **Table 1 and Table 2** in the Appendix.
 - **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 and Table 2** in the Appendix), Ontario health number/ODB eligibility number (or Proxy ID if applicable) and name (as it appears on the eligible individual's Ontario health card or other identifying document) are part of the HNS claims submission.⁷
- The pharmacy must provide each eligible individual with a written and/or electronic record of their vaccine administration.
- Claims for administering the publicly funded influenza and/or COVID-19 vaccines can only be submitted electronically using the HNS (see "Billing Procedures - Detailed" below). No manual paper claims will be accepted unless 3 intervention codes are required in order to process the claim. An exception to this rule is outlined in the accompanying Q&As.
- Pharmacies that submit a claim for payment through the HNS using the assigned DIN will be reimbursed an administrative fee of **\$10.50** per eligible claim for administering a publicly funded influenza vaccine and **\$13.00** per eligible claim for administering a publicly funded COVID-19 vaccine.
 - This same administrative fee will also apply to the administration of a publicly funded injectable vaccine to residents of LTCHs by pharmacies that service LTCHs, outside of the current capitation payment model used to pay pharmacy service providers for providing professional pharmacy services to LTCH

⁶ Inclusion of a product in the list of publicly funded influenza/COVID-19 vaccines available for pharmacies to order does not guarantee supply of the product through participating pharmaceutical distribution companies.

⁷ For claim submission requirements for ODB program recipients **without** an Ontario health card, please refer to section 6.15 of the [ODP Reference Manual](#).

- residents.
- **For eligible individuals without an Ontario health number/ODB eligibility number, pharmacies must use the proxy patient IDs: 79999 999 93 (for COVID-19) and 6999 999 995 (for influenza) (see below for further details).**
- The administrative fee will be paid to the pharmacy as compensation for the following:
 - Providing the patient with details of the process and answering any questions related to the vaccination;
 - Obtaining the consent of the patient or their substitute decision-maker prior to vaccine administration;
 - Administering the vaccine;
 - Providing the patient with proper monitoring as well as after-care instructions following vaccine administration;
 - Providing the patient with a written or electronic receipt of the vaccination with the pharmacy contact information **after** the vaccine is administered, and
 - Vaccine ancillary supplies (VAS) (i.e., syringes, bandages, etc.), which must be purchased by the pharmacy separately; and
 - **For COVID-19 Vaccines:** Complying with any requirements to access and use the PGW.
- 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.

Pharmacy documentation requirements

Pharmacies must keep a record of every dose of publicly funded influenza and/or COVID-19 vaccines 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 and/or COVID-19 vaccine must be maintained in a readily available format for the purpose of ministry inspection for a minimum of 10 years from the last 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
 - Record of patient's Ontario health number/ODB eligibility number or alternate ID with contact information if applicable
 - 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, RN or RPN) 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 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 \(PHU\)](#)⁸. A copy of the Reporting Form sent to the PHU must be retained by the pharmacy.
- Prescription for administering an epinephrine auto-injector in a LTCH to a resident of the LTCH, if applicable
- **For COVID-19 vaccines:** Document required information in PGW, in accordance with the [COVID-19 Vaccination Reporting Act \(CVRA\), 2021](#).
 - **Note:** All respective health care providers whether pharmacist, trained pharmacy staff or other health care provider must identify themselves as the vaccinator in the PGW system.

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

⁸ 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](#).

Billing Procedures – Detailed

The claim submission follows the usual process (See [Section 5.1](#) of the [ODP Reference Manual](#) for submitting claims in the HNS with the following additional information:

Fields required for all claims for pharmacist administered publicly funded influenza and/or COVID-19 vaccines for ODB recipients and non-ODB recipients

- Intervention code 'PS': (Professional Care Services)
- Drug Identification Number (DIN): as per the publicly funded COVID-19 and/or flu vaccine administered (see **Table 1** and **Table 2** the Appendix)
- Valid Pharmacist ID
 - For pharmacists practicing in Ontario under the [As of Right legislation](#) but have not received an Ontario license number, Prescriber ID "PHR888" can be used.
- Professional fee:
 - \$10.50 (influenza vaccine)
 - \$13.00 (COVID-19 vaccine)

Additional fields required for non-ODB recipients with an Ontario health number/ODB eligibility number

When submitting a claim for an eligible individual who does not have ODB coverage, submit the following additional information:

- Patient Gender: 'F' = female; 'M' = male
- Patient Date of Birth: Valid YYYYMMDD
- Patient's Ontario health number/ODB eligibility number
- Intervention codes:
 - PS: Professional Care Services
 - ML: Established eligibility coverage (i.e., 1 day of the Plan 'S' coverage)
- Carrier ID: 'S'
- Drug Identification Number (DIN): as per the publicly funded COVID-19 and/or flu vaccine administered (see **Table 1** and **Table 2** in the Appendix)
- Valid Pharmacist ID
 - For pharmacists practicing in Ontario under the [As of Right legislation](#) but have not received an Ontario license number, Prescriber ID "PHR888" can be used.

Additional fields required for non-ODB recipients without an Ontario health number/ODB eligibility number

When submitting a claim for an eligible individual who does not have an Ontario health number/ODB eligibility number, submit the following additional information:

- First Name: Patient's first name
- Last Name: Patient's last name
- Patient Gender: 'F' = female; 'M' = male; 'U' = unknown
- Patient Date of Birth: Valid YYYYMMDD
- Proxy patient ID: 6999 999 995 (influenza), 79999 999 93 (COVID-19)
- Intervention codes:
 - PS: Professional Care Services
 - PB: Name entered is consistent with card
- Valid Pharmacist ID
 - For pharmacists practicing in Ontario under the [As of Right legislation](#) but have not received an Ontario license number, Prescriber ID "PHR888" can be used.

Additional Notes and Restrictions

Additional Notes and Restrictions include:

- Injection-trained pharmacists (or trained pharmacy staff, RN or RPN under the supervision of a pharmacist) retained by eligible pharmacies are permitted to administer a publicly funded influenza and/or COVID-19 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, RN or RPN under the supervision of a pharmacist) may administer the vaccines 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, RN or RPN 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. Refer to COVID-19 and influenza Health Care Provider Fact Sheets for specific product storage and handling information Please contact your local [PHU](#) for assistance.
- If an eligible individual does not have a valid Ontario health number/ODB eligibility number, a pharmacist (or trained pharmacy staff, RN or RPN under the supervision of a pharmacist) can still administer the influenza or COVID-19 vaccine provided the

individual possesses valid documentation confirming their name, date of birth and that they live, work or go to school in Ontario.

- In such cases, pharmacies must use the proxy patient ID: **6999 999 995** (for influenza vaccines) or **79999 999 93** (for COVID-19 vaccines).
- Administration of non-publicly funded influenza and/or COVID-19 vaccine products that are privately purchased by the pharmacy do not qualify for payment by the ministry.
- Participating pharmacies cannot transfer publicly funded influenza and/or COVID-19 vaccine inventory to any other pharmacy, health care provider and/or organization, including any affiliated or commonly-owned pharmacy. Pharmacies are still permitted to transport COVID-19 vaccines when administering off-site and pharmacies may accept transfers-in from their local PHU in exceptional circumstances. Ownership changes and relocations are not considered vaccine transfers.
- Pharmacists (or trained pharmacy staff, RN or RPN under the supervision of a pharmacist) must not administer a vaccine that was not ordered and received by their pharmacy from a participating pharmaceutical distributor.
- A pharmacist's recommendation to a prescriber that an eligible individual should receive a 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 a vaccine

In a situation of an adverse event resulting immediately after a pharmacist's (or trained pharmacy staff, RN or RPN under the supervision of a pharmacist) administration of the publicly funded influenza and/or COVID-19 vaccine to an eligible individual, 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/ODB eligibility 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 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.

Additional Information:

If your pharmacy has an ownership change, relocation, closure, or name change within the 2026/2027 Immunization Period (September 1, 2026 to August 31, 2027), please notify the ministry at OPDPIinfo@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:

For billing inquiries please call ODB Pharmacy Help Desk at: 1-800-668-6641

For any other questions please contact OPDPIinfo@ontario.ca.

Appendix – Publicly Funded Influenza and COVID-19 Vaccines

Table 1: Publicly Funded Influenza Vaccines

DIN	Influenza Products for 2026/2027	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

Table 2: Publicly Funded COVID-19 Vaccines

DIN	COVID-19 Products for 2026/2027	Dosage format	Eligibility
02541270	Spikevax Moderna Biopharma Canada (mRNA-based vaccine)	Intramuscular injection. 25 mcg/0.25mL; multi-dose vial	6 months to 11 years
02541270	Spikevax Moderna Biopharma Canada (mRNA-based vaccine)	Intramuscular injection. 50 mcg/0.5mL; multi-dose vial	12 years of age and older
02557770	Spikevax Moderna Biopharma Canada (mRNA-based vaccine)	Intramuscular injection. 50 mcg/0.5mL; single dose, pre-filled syringe	12 years of age and older
02541823	Comirnaty Pfizer BioNTech Manufacturing (mRNA-based vaccine)	Intramuscular injection. 30 mcg/0.3mL; Multi-dose vial	12 years of age and older
02552035	Comirnaty Pfizer BioNTech Manufacturing (mRNA-based vaccine)	Intramuscular injection. 30 mcg /0.3mL; single dose, pre-filled syringe	12 years of age and older
02558998	Nuvaxovid Sanofi Pasteur Limited (Protein subunit vaccine)	Intramuscular injection. 5 mcg/0.5mL; single dose, pre-filled syringe	12 years of age and older

Refer to: [Health Care Provider Fact Sheet: COVID-19 Vaccine](#) for more information.

Beyond Use Date (BUD)	Post-Puncture Shelf Life (Entered Multi-Dose Vials [MDVs])	Additional Requirements
BUDs apply to the following products once they have been thawed prior to delivery. Upon delivery, store vaccines at 2°C to 8°C. The BUD is calculated from the date of delivery, unless otherwise indicated. The BUD should be clearly documented on the vaccine. Vaccines may be used once thawed for up to: • Comirnaty MDV: 10 weeks • Spikevax MDV and PFS: 60 days • Comirnaty PFS and Nuvaxovid PFS: the manufacturer's labelled expiry date. A BUD does not apply to these products.	Once a MDV has been punctured, the date and time of first puncture should be documented on the vial. The vaccine must be: • Comirnaty MDV: discarded 12 hours after first puncture • Spikevax MDV: discarded 24 hours after first puncture	A vaccine may have up to three expiry dates: • Manufacturer's labelled expiry date • Beyond-use date (BUD) • Post-puncture expiry date • Do not use the vaccine beyond the earliest of these dates.

MDV: Multi-Dose Vial; PFS: Pre-Filled Syringe