



COVID-19 Vaccine Entry and Submission Guide

You can log a COVID-19 Vaccine in Agility the same way you would record any other vaccine (such as flu or measles vaccines):

- Add a CPT Code for the vaccine
- Set up a Medical Activity
- Input Drug Company/Lot Information
- Add Declination Codes

Add a CPT Code for the vaccine

You can associate a procedure code with a vaccine on the **CPT-4 / HCPCS** window. (**Setup/Admin > Medical Codes > CPT-4 / HCPCS Codes**)

Set Up a Medical Activity

A Medical Activity with a Vaccine/Immunization **Activity Type** can be added on the **Medical Activities** window. (**Setup/Admin > Medical Codes > Medical Activities**)

Specific Vaccine information can be found on the [CDC website](https://www.cdc.gov).

General Tab

To ensure the medical activity is defined correctly, select the following parameters:

- **Activity Type:** Vaccine/ Immunization
- **Trigger Entry:** Drug Dosage/ Lot
- **CVX Code:** Defined on the [CDC website](https://www.cdc.gov)



- **Add the CPT Code**

Enter Medical Activity Code (Record will be Changed)

General Steps Surveillance Rules Results Billing Drug Dosage Reporting

Activity Code: 91301 Internal ID: 2621

Description: Vaccine COVID-19 Moderna CVX Code: 207

Activity Type: Vaccine/Immunization

Trigger Entry: Drug Dosage / Lot

Default Drug Qty: 0.000 UOM: ml

Steps Tab

If your vaccine has more than one step, it can be defined on the **Steps** tab.

General Steps Surveillance Rules

Rules for

Billing Tab

The **Service Type** and **Employer Charge** can be added on the Billing tab.

Enter Medical Activity Code (Record will be Changed)

General Steps Surveillance Rules Results Billing Drug Dosage Reporting

This is Always a No Charge Item

Should Not Appeal when Denied

Billing Service Type: 67 COVID 19 Vaccines

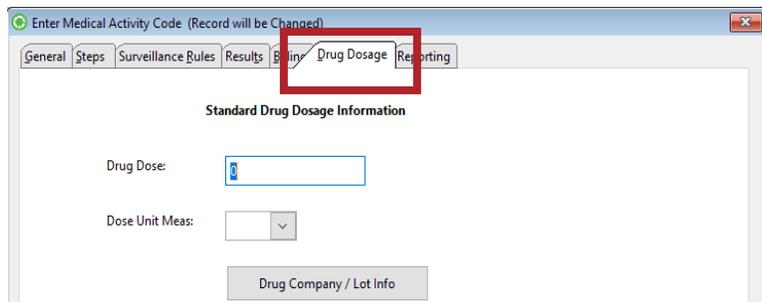
G/L Charge Code:

Standard Employer Charge

	Charge:	Effective:
Past:	0.00	
Current:		
Future:		

Drug Dosage Tab

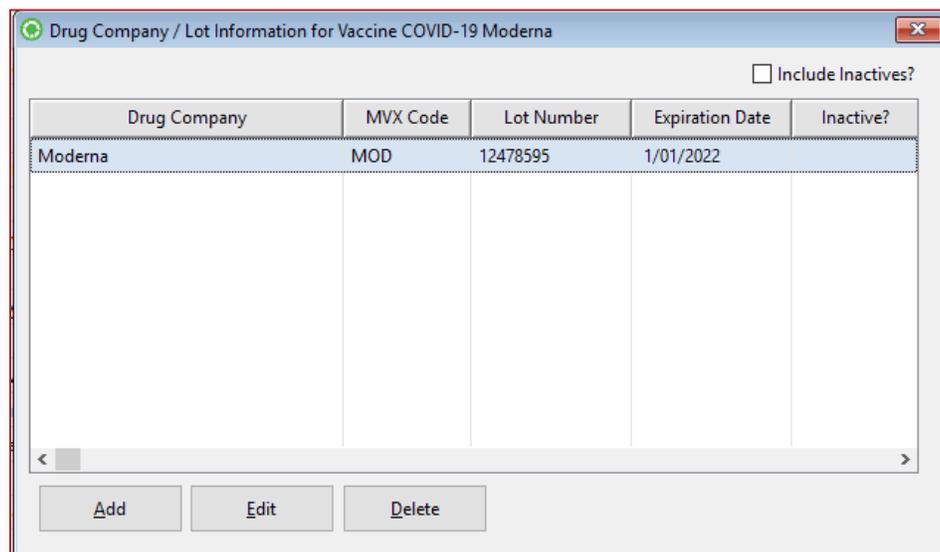
The **Dose Unit of Measure**, **Injection Site**, **Admin Route**, **CDC Vaccine Information Statement CVX Code**, and **Vaccine Information Statement Edition Date** can be entered on the **Drug Dosage** tab.



Input Drug Company/ Lot Information

If drug company or lot information is entered, it will be added to the medical activity in a visit.

A drug company can be defined by selecting the **Drug Company/Lot Info** button on the **Drug Dosage** tab.



Set up Declination codes

Declination codes can be used to log why a patient would decline a vaccination. These codes can be added on the Declination Codes window. (**Setup/Admin > Medical Codes > Declination Codes**)

If you are submitting to a state immunization registry, you can select an **HL7 Substance Refusal Reason** when logging a declination reason.



Enter Activity Declination Code

Code:

Description:

SNOMED CT: 

HL7 Substance Refusal Reason: 

Inactive?