



# HTA VAX Secure Invoice Upload

Tracking Number  
**132**

Date  
**3/26/2021**

## Contract Information

Please enter the contract number first to automatically populate the fields listed with an asterisk (\*) Please note that these fields are "Read Only" and edits are not permitted on the form.

<b>HTA-VAX-213</b> Contract Number (required)	<b>CONWAY MEDICAL CENTER</b> * Contractor Name	<b>57-0314381</b> * Tax ID	<b>70000253054</b> * SCEIS Number
<b>Brian Argo</b> Contact (Full Name)	<b>CFO</b> Title	<b>(843) 347-8114</b> Phone	<b>brian.argo@cmc-sc.com</b> Contact EMAIL
<b>300 Singleton Ridge Road</b> * Address	<b>* STE #</b>	<b>Conway</b> * City	<b>SC 29526</b> * State * Zip

<b>INVOICE NUMBER</b>	<b>INVOICE AMOUNT</b>
<b>5</b>	<b>3,960.00</b>

## Please Upload Invoice for Payment Review

To ensure prompt processing of your invoice ensure that you include the invoice number in the file name that you upload. Please ensure that all required information is included on the invoice. Click below for more details

## Secure Document Upload

Please upload the invoice PDF to our secure website using the buttons below.

COVID19 Vaccine Reimbursement- CMC Invoice 5- 3.23.2021- Singleton

I certify that no other funds have been received or will be reimbursed by any other source for the amounts claimed on this invoice

Signature (required) Click to Sign

*Brian Argo*  
3/26/2021 1:09:55 PM

**\$3,960.00**

Invoice Total

Yes

No

**The attached invoice is accurate and the invoice total is correct.**

ACC Testing Approval

*Bonner, Melissa*  
3/29/2021 12:30:52 PM

Budget and Finance Approval

*Gilbert, Jason*  
3/29/2021 2:48:25 PM

Approved Funding

**\$579,914.00**

Approved Invoices to Date

Available Funding

**\$579,914.00**

Payment Processing Instructions

5021310000 - \$3960.00 - J0402AZ999 - J040x01048580130 - 31070000 - Not Relevant - Order Number 98000018

Please send payment to:  
Conway Medical Center

Accounts Payable Approval

*Long, Sarah A.*  
3/29/2021 11:02:48 PM

If rejecting this form for any reason please provide a brief note to the agency. It will be included in the rejection email notification

# COVID-19 Vaccination Reimbursement Request

## Community Vaccination Event Information\*

Provider Name:	Conway Medical Center (5)
COVID-19 Vaccine Pin Number:	126108
Location Name:	Conway Medical Center
Location Address (incl zip):	300 Singleton Ridge Rd Conway, SC 29526
Date & Times:	2:00pm- 5:00pm
Total # Vaccinations:	132
Eligible Vaccinations**:	132

## Please select yes or no to the following questions to determine eligible reimbursement:

<input type="checkbox"/> Yes	Did your organization provide event management, traffic control and logistics for this event?
<input type="checkbox"/> Yes	Did your organization provide administrative staff for this event?
<input type="checkbox"/> Yes	Did you organization provide vaccination staff for this event?

## Reimbursement Calculator

Item	Rate	Eligible Event Reimbursement
Event Mgmt, Traffic, Logistics	\$10	\$1,320
Administrative Staff	\$5	\$660
Vaccination Staff	\$15	\$1,980
<b>Total Event Reimbursement Amount</b>		<b>\$3,960</b>

## Additional Cost Summary\*\*\*:

Total additional cost:	0
Less other funding/reimbursement:	0
Net additional cost:	<b>\$0</b>

**Total Request Amount: \$3,960**

\* Community Vaccination Events may span multiple days as long as the event location remains the same. All dates should be specified.

\*\* If seeking third-party reimbursement for the services at the event was not appropriate or feasible, then all vaccinations are eligible for reimbursement. If billing third party payers was feasible, then only vaccinations not eligible for insurance reimbursement are eligible for Staffing Reimbursement.

\*\*\* Claiming additional costs requires detailed justification and documentation. Please attach answers to the following questions:

- 1) Summary Description of Request and Costs
- 2) Describe Benefit to the State of South Carolina and Statewide Vaccination Efforts including the future distribution and administering of vaccines.
- 3) Describe activities conducted and outcomes expected or achieved
- 4) Is the cost being covered by any other funding source or insurance? Please explain.
- 5) Were all avenues of funding exhausted before using Vaccine Reserve Account funds? Please explain.