

EXHIBIT A

SCOPE OF SERVICES

Contractor agrees to provide flu shot clinics for the District's employees, dependents and retirees, as specified below.

Staffing:

- Clinic dates and locations to be mutually agreed upon at a later date.
- The length of the clinic shall be determined by the estimated number of vaccinations administered.
- Staffing shall vary based on the length of the clinic and anticipated number of vaccinations. Busier clinics may require a clerk to assist with paperwork and clinic flow.
- Contractor shall arrive at least 15 minutes prior to the clinic start time
- Vaccinations to be administered by registered nurses

Vaccinations:

- Contractor shall offer the following types of vaccinations:
 - ✓ Trivalent
 - ✓ Quadrivalent
 - ✓ Preservative Free
 - ✓ High Dose
 - ✓ Preservative Free for Children
- Contractor will not require an MD order for pregnant women to receive a flu vaccination
- Contractor can administer flu vaccines for 6 months of age and over
- Contractor requires a signed consent form from a parent/legal guardian to administer flu vaccinations to a minor.

Billing:

- Contractor agrees to bill the District's insurance carrier (Cigna) at the contracted rates for employees, retirees and dependents currently covered under the District's insurance plan.

- Contractor agrees to bill the District's insurance carrier (Cigna) at the rates specified below for employees not covered under the District's insurance plan.
- Contractor agrees to accept cash or check for payment directly from students or community participants.

Vaccine Pricing (non-insurance):

- Trivalent - \$14.00
 - Quadrivalent -\$26.00
 - Preservative Free - \$26.00
 - High Dose (65+) - \$47.00
- For locations where fewer than 25 vaccinations (flu and other) are administered, Contractor shall charge a clinic fee of \$60.00
 - No Administrative Fee

Additional Responsibilities:

- Contractor will provide all clinical supplies, including sharp containers
- Contractor shall provide the District a list of in-network, accepted insurances to be displayed at each clinic.
- Contractor to provide a report showing the number and type of vaccinations received at each location.
- District to be responsible for distributing and collecting consent forms and submitting to Contractor.
- District shall provide an area for Contractor to provide flu vaccines.
- District to be responsible for guiding participants to the flu shot administration area within each building.
- District to provide one (1) table and (2) chairs, plus one trash can per nurse for each clinic.