Process for the Approval and Reimbursement of Charges for Eligible IGRA Tests

The Virginia Department of Health (VDH) Central Office Tuberculosis (TB) Program has **a limited amount of funding budgeted each year** to pay for IGRA tests. At this time reimbursement is only available for IGRA tests used for TB contacts in large contact investigations taking place through non-independent health districts. Preapproval is required. This document outlines the process for seeking approval and requesting reimbursement for the costs of eligible IGRA tests.

The VDH TB Program will closely monitor requests and track expenditures to ensure efficient use of the funding. If the budgeted funding will be spent prior to the end of the budget year, districts will be notified that no more requests can be supported. **Reimbursement is not guaranteed if funds are not available**. If your district will not be able to cover the cost of planned testing without reimbursement, please email tuberculosis@vdh.virginia.gov to ask about availability of funding and/or consider TST testing.

Criteria for Payment of IGRAs

- Contacts to presumptive or confirmed pulmonary cases of TB, smear negative or smear positive, when the contact investigation will exceed 20 contacts.
- Prior approval received from VDH TB Program.

Requesting Prior Approval for Reimbursement:

- If the district plans to seek reimbursement of IGRAs used during a contact investigation, **seek approval prior to testing** by emailing tuberculosis@vdh.virginia.gov with the following information:
    - District
    - General site of contact investigation (School, Business, Correctional Facility, etc.)
    - Number of IGRAs for which you plan to seek reimbursement (include first and second round testing if needed)
    - Anticipated date(s) of IGRA testing if known

Requesting and Receiving Reimbursement for Approved IGRAs:

- The district must send an email to the VDH TB Program (tuberculosis@vdh.virginia.gov) with the lab invoice attached **within four working days of receipt**.
    - The email must indicate the number of tests which meet the criteria for reimbursement.
    - IGRA testing for those who were not part of the contact investigation must be clearly identified on invoices prior to submission as these tests will NOT be reimbursed.
    - All PHI must be redacted from the invoice.
- VDH TB Program will review the invoice and authorize the district via email to complete a limited journal to transfer funding from the TB Program's COA to the district's COA.
    - This email will include the appropriate cost code and related information so that the district can complete the necessary paperwork for the limited journal.
- **Due to a finance rule, the district must first pay the full amount of the invoice before a journal can be initiated.**
- The district will complete the necessary paperwork using the appropriate coding and submit it to limitedatv@vdh.virginia.gov.
- Finally, the district must send a confirmation to tuberculosis@vdh.virginia.gov when they complete the limited journal.

Examples:

- An invoice has 20 tests and all the tests on the invoice are eligible. The district must send the invoice to the TB Program (tuberculosis@vdh.virginia.gov), note in the email that all the tests on the invoice meet the criteria for reimbursement, making sure all PHI is redacted. The TB Program will review the request and reply to the district with the approval and coding for reimbursement from the VDH TB Program accounts. Prior to submitting the journal, the district must pay the invoice in full. The district must send a confirmation when they complete the limited journal to tuberculosis@vdh.virginia.gov .
- The district receives an invoice for 50 tests and 30 of those tests meet the criteria for reimbursement from the VDH TB Program. The district must send the VDH TB Program the invoice, number of tests for reimbursement, and attestation that the tests meet TB criteria for reimbursement via email to tuberculosis@vdh.virginia.gov, making sure to redact PHI. The VDH TB Program will review the request and reply to the district with approval and coding for reimbursement from the VDH TB Program accounts. Prior to submitting the journal, the district must pay the full invoice. The district must send a confirmation when they complete the limited journal to tuberculosis@vdh.virginia.gov.

Questions or concerns may be directed to the VDH TB Program at tuberculosis@vdh.virginia.gov