



Program Commencement Notice & Summary of Compliance Obligations

This Commencement Notice is published (1) by posting to the Washington (WA) Provider Access Lines (PAL) Fund’s (WAPAL Fund) website and (2) via email delivery to payer organizations registered with the Washington Vaccine Association. This affords notice of the commencement of payer compliance obligations and assessment collection operations for WAPAL Fund.

WAPAL Fund was formed after years of study led to the passage of substitute House Bill 2728 in the 2020 regular session of the state of Washington’s legislature. Earlier this year, the Washington State Health Care Authority (HCA) selected KidsVax® (KV) to serve as the inaugural executive director and administrator of WAPAL Fund. HCA and KV have worked diligently to expedite commencement of WAPAL Fund operations. More about WAPAL Fund is available at its newly-created website, www.WAPALfund.org.

KV is honored to have been selected by HCA to assure that HCA collects the assessment funding now required by Washington law on an efficient and equitable basis. While meeting those key objectives, KV also desires to serve the payer community well. KV has deployed best practices derived from KV’s experience of over a decade in collecting payer assessments nationwide. KV’s work includes, for example, administering the Alaska Vaccine Assessment Program (AVAP). AVAP’s assessments are reliably paid by the same organizations which will be financially responsible for the majority of WAPAL Fund assessments. WAPAL Fund is based upon payer self-reporting of covered lives on a quarterly basis, like the AVAP program. The one key difference is that quarterly reporting for WAPAL Fund will be in three age bands¹:

1. Child covered lives (ages 0-18)
2. Adult band 1 (ages 19-64)
3. Adult band 2 (ages 65 and above).

Since assessments are computed on a per covered life per month basis, payer quarterly reporting obligations will involve a total of **nine numbers**: the covered lives total for each of the three age bands for each of the three months.

Payer compliance obligations for WAPAL Fund for the 2021-2022 state fiscal year (7/1/21 through 6/30/22) are set forth in the table below:

	Payer Responsibilities	Due on or before
1.	Initial registration and covered lives reporting for the months of April, May, and June 2021	8/30/2021
2.	Covered lives reporting and payment with respect to covered lives during July, August, and September 2021	11/15/2021
3.	Ongoing regular quarterly lives reporting and payment.	45th day after each calendar quarter

¹ AVAP reports covered lives in just two bands: children (0-18) and adults (19 & older).

With respect to the covered lives for April, May, and June of 2021, reportable at the time of initial registration, the assessment for those quarters is zero dollars (\$0.00). Accordingly, no payment is needed at the time of initial registration. However, reporting is essential for accurate assessment setting since the covered lives reported will form the basis for allocating the amount required to be raised over the total number of covered lives for all payers.

HCA and KV are committed to transparency in WAPAL Fund operations. Additionally, we seek to give careful attention to payer recommendations concerning WAPAL Fund operations. To that end, HCA plans to form the WAPAL Fund Advisory Council which will hold its first meeting on August 10, 2021. The Advisory Council is expected to make a rate recommendation to HCA prior to the end of September so that, following HCA's final rate determination, KV will be able to provide notice to all registrants of the FY2022 WAPAL Fund assessment rate by October 1².

The assessment rate will be automatically applied to the reported covered lives in each quarterly reporting cycle. The KV assessment system will then generate a remittance form suitable for processing by payer finance departments to assure timely payment of each quarterly invoice.

KV estimates that the total time to complete initial training for payer compliance personnel and the registration/initial reporting steps will be under one hour. The expected total time required quarterly for compliance personnel who have been previously trained for the system and have the **nine numbers** identified above in-hand, would be under 15 minutes. Complete training materials are available now on the For Payers [Resources page](#).

During the first six months of operations, KV will be staffing its live telephone service center 24/7. We will make every effort to respond *on the same day* to calls received by noon on regular business days and before close of the next business day for all other calls. Similar KV support service levels are targeted for emails from payers addressed to support@WAPALfund.org. If for any reason you do not receive timely support to your satisfaction, please call my direct toll-free line, 1-844-459-9102. That line is programed to ring through to my personal cell phone during these first six months in the event I am not available at my desk when you call.

KV is honored to have been selected by HCA for this important work to support behavioral health care for Washingtonians. We appreciate the payer community support KV enjoys with respect to various healthcare initiatives nationwide for which it serves as executive director and administrator. We look forward to assisting you in this new Washington initiative as well.

And, personally, I also am honored to serve HCA and you as the WAPAL Fund executive director.

Sincerely,



Andrew J. Coukos
Executive Director

² The funding target established by HCA for state fiscal year 2021-2022 is \$3,663,300. In light of the startup nature of WAPAL Fund, KV contemplates recommending 10% reserve, so the monthly assessment rate is expected to be approximately \$4 million divided by the product of 4 times the total covered lives reported by payers for the months of April-June 2021.