

(HCFA Letter Requesting Provider Participation)

Name

Title

Multispecialty, Pediatric Group, or Solo Pediatric Practice

Address

Dear (Name of Physician or Administrator):

The Health Care Financing Administration (HCFA) has retained the Center for Health Policy Studies, Columbia, Maryland, to conduct an Immunization Resource Costing Study. The primary objective of this study is to identify costs associated with the administration of childhood immunizations. Once these costs have been identified, results will be used to help establish limits on how much physicians may charge to administer immunizations under the Vaccines for Children (VFC) program recently enacted by Congress.

The study will involve site visits to a combination of 90 multispecialty, pediatric group, and solo pediatric practices located in metropolitan and non-metropolitan areas throughout the country. During site visits, resource use and resource cost data on childhood immunization procedures will be collected. Within each facility, data collection will include interviews with key staff, abstracts of accounting records, review of supplier invoices, and immunization observations. All information received from your facility will be held strictly confidential.

Data collection is scheduled for _____, 1995. HCFA is requesting your facility's participation in the study. Your participation provides an opportunity for you to give input with respect to resource use and resource costs associated with the administration of childhood immunizations. Your cooperation will enhance the accuracy with which payments reflect facility costs.

CHPS may contact you shortly to request participation in the study and to inform you of the site visit schedule. Although participation is strictly voluntary and there are no penalties should you decline participation, we strongly urge you to participate in this important study. Please contact Michael Hensch (410) 966-6685, of the Health Care Financing Administration, or Michael Ellrich (410) 381-4203, of the Center for Health Policy Studies, should you desire further information or have any questions regarding the study. Thank you for your interest in the study.

Sincerely,

(HCFA Representative)