

COVID-19 Vaccine Administration Fee

On September 30, 2021, the office of Assistant Secretary of Defense, Health Affairs issued a [memorandum](#) detailing guidance for COVID-19 vaccine administration fees.

While COVID-19 vaccines are federally purchased and provided at no cost, Military Treatment Facilities must **bill for the vaccine administration fee as follows:**

- Eligible DoD healthcare beneficiaries, including secretarial designees: No administration fee.
- U.S. DoD civilian employees: No administration fee.
- All others including dependents of U.S. DoD civilian employees, contractors and their dependents: Administration fee of approximately \$15.

Billing will commence immediately and is retroactive.

Please make sure your mailing address is up-to-date with the hospital's Medical Record's office so that you may receive and pay your bill on time. To contact the Medical Records office, please call 757-458-2998, option 1, extension 7-2121

For medical billing questions, please call the hospital's Uniform Business Office at 757-458-2998, option 1, extension 7-2610 or 7-2230.

Important note: The United States Department of the Treasury collects unpaid medical bills and reports delinquent accounts to the credit bureaus. Delinquent accounts negatively affects individuals' credit scores, which may affect their ability to obtain and/or keep a Federal Security clearance. **It is the individual's responsibility to pay their medical bills on time**, even while waiting for reimbursement from their insurance company.