



4189 Grove Avenue * Gurnee, IL 60031 * Fax 847-625-6225 www.lakecountyphysicians.com

Vaccination Process - PCPs

If your office does not stock all vaccines, know that there is a wide variety of providers in network with LCPA that offer vaccination services. To ensure that your patients are receiving the vaccines they need, please see below for the recommended referral process.

PCP Office – Preferred Process

1. If you don't have the vaccine available in your office, you will need to contact other PCP's in network to see if they have the vaccine available. Please see the physician roster on the LCPA website.
2. Once you find a PCP that has the needed vaccine, you will submit a referral through EzNet to LCPA for authorization. Once authorized, provide to the patient the office information of where they will receive their vaccine. Note – there must be an authorization in the system so that the rendering PCP will be paid appropriately.

Walgreens – Last Resort!

3. If there are no providers in network with LCPA that have the vaccine, then you can refer the patient to Walgreens to get the vaccine. A referral must be submitted through EzNet to LCPA for Walgreens for authorization. Once the referral is approved, the patient can go to Walgreens to get the vaccine. This should be a last resort!
4. The patient will pay upfront for the vaccine. Then the patient will need to contact Innovista for a claim form. Once the form has been completed and submitted to Innovista, they will process the claim and pay the patient directly.

The claim address is:

**Lake County Physicians' Association
PO BOX 7669
Westchester, IL 60154**

PLEASE NOTE

If you direct your patient to Walgreens and/or another PCP office without following the above steps, **this may result in a penalty. Walgreens should always be the last resort for the patient to receive their vaccine.**