Program Requirements

- Clarification of HRSA’s Role in Financial Monitoring – Consistent with current program management practices (see Program Assistance Letter (PAL) 2014-08: Health Center Program Requirements Oversight), HRSA conducts reviews of health center policies and operations to ensure that they meet the Health Center Program requirements, including those for financial management, internal control systems and governing board oversight (see Policy Information Notice (PIN) 2013-01: Health Center Budgeting and Accounting Requirements and PIN 2014-01: Health Center Program Governance for further information).

Specifically, health centers must maintain accounting and internal control systems appropriate to the size and complexity of the organization reflecting Generally Accepted Accounting Principles (GAAP) and separate functions appropriate to organizational size to safeguard assets and maintain financial stability. Health centers must assure that an annual independent financial audit is performed in accordance with Federal audit requirements, including submission of a corrective action plan addressing all findings, questioned costs, reportable conditions, and material weaknesses cited in the Audit Report. (Section 330(k)(3)(D), Section 330(q) of the PHS Act and 45 CFR Parts 74.14, 74.21 and 74.26). Further, the governing board of each health center remains responsible for ensuring that the organization’s key management staff maintains the health center’s financial stability so that it is able to continue to pursue its mission and carry out the approved grant program.

What's New

- Updated Process for Change in Scope Submission, Review and Approval Timelines Program Assistance Letter (PAL) 2014-10 – HRSA has released PAL 2014-10 which updates existing Health Center Program Change in Scope (CIS) processes and clarifies how timelines for CIS submission and review align with existing scope policies. This PAL expands upon PAL 2013:03 Alignment of Electronic Handbooks (EHB) Change in Scope Module with Change in Scope Policy, issued in January 2013, which provided further clarification on what is required to facilitate the submission of responsive and complete CIS requests. The EHB enhancements described in the PAL are effective August 28, 2014.

View additional Scope of Project and CIS resources.

View all HRSA open grant opportunities.

Upcoming TA and Training Sessions

- HRSA Office of Pharmacy Affairs 340B Registration Process Webinar – Monday, September 8, 2014, 1:00pm – 2:00pm, ET – HRSA’s Office of Pharmacy Affairs (OPA) is hosting this webinar to provide an update on eligibility requirements, the registration process for 340B and how to differentiate between the registration and re-certification process. To participate in this session, use the following link: OPA webinar. Connect to the audio line using 1-888-950-6750;
within the approved budget.

Consistent with these program requirements, HRSA will continue to assess health center compliance with financial management requirements, including the required submission of an annual audit, but HRSA will no longer require the submission of Financial Recovery Plans, as the formal monitoring of financial performance and the maintaining of financial viability is an individual health center responsibility. To assist with financial planning and best practices, health centers may contact their HRSA supported State/Regional Primary Care Association and/or National Cooperative Agreement organizations for additional assistance in these areas.

- Clarification Regarding Reaching Projected Service Area Patient Levels – Health centers are expected to maintain or increase their patient levels, including projected increases from recent expansion grant awards. Beginning with the fiscal year (FY) 2015 Service Area Competition (SAC) Funding Opportunity Announcement (FOA), applicants that propose to serve less than the projected total patients may receive a reduced grant award. Further, if the proposed FY 2015 SAC application patient projections are not reached by December 31, 2016, funding for the service area may be proportionally reduced for the next service area funding competition.

As reductions in patient levels will be addressed through the SAC funding process, HRSA will no longer issue conditions of awards related to patient levels. For general technical assistance (TA) and best practices related to established realistic patient projections, health centers many contact their State/Regional Primary Care Association and/or National Cooperative Agreement organizations.

- Health Center Outreach and Enrollment (O/E) Webinar – Getting Ready for Open Enrollment: Structuring and Maintaining an Effective O/E Program – Wednesday, September 10, 2014, 3:00pm – 4:00pm, ET – HRSA is hosting this webinar to provide updates on nationwide O/E activities. Panelists will discuss structuring and maintaining an effective O/E program with lessons learned and resources from the Michigan Primary Care Association and Families USA.

To participate in this session, use the following link: O/E webinar. Connect to the audio line using 1-800-857-1858; Participant Code: 4657950.

- Behavioral Health Integration Grantee Training Webinar – Thursday, September 11, 2014, 2:30pm – 4:30pm, ET. The SAMHSA-HRSA Center for Integrated Health Solutions is hosting this webinar to focus on specific strategies and resources available to health centers to create fully integrated behavioral health care practices. Panelists will discuss best practices including screening, brief intervention, and referral to treatment (SBIRT); incorporating behavioral health into existing clinical pathways and operations; workforce training; quality improvement; and financing for sustainability.

Register for this webinar.

- Patient Centered Medical Home – Facility Improvement (PCMH-FI) Grant, Post-Award Technical Assistance Webinar – Monday, September 15, 2014, 2:00pm – 3:30pm, ET. BPHC is hosting a post-award webinar for grantees to provide an overview of the award, project management, and program compliance requirements. Grantees are encouraged to submit questions in advance to bphccapital@hrsa.gov. Additional resources can be found on the PCHM-FI webpage.

To participate in this session, use the following link: PCMH-FI webinar. Connect to the audio line using 1-888-469-2151; Participant Code: 4463737.

View all BPHC technical assistance resources.