
Rural Health Care Monthly Conference Call: June 13, 2013- 2:00 PM

Agenda

- 1) Healthcare Connect Fund
- 2) Service Providers: Invoicing
- 3) Deadline for FY2012 FCC Forms 466/466-A – July 1, 2013
- 4) Funding Update
- 5) Questions and Answers

1) Healthcare Connect Fund

USAC will conduct two days of training about the HCF in mid-September in Washington, DC, with full day trainings for individuals and consortia. Attendees can choose to attend one or both days. Additional information will be announced soon on the RHC website and through the HCF Bulletin.

2) Service Providers: Invoicing

My Service Provider Portal, the Rural Health Care (RHC) Program's invoice management system, is now live and available for Funding Year (FY) 2012. Now RHC Program service providers can prepare, submit, and track electronic invoices through [My Service Provider Portal](#).

My Service Provider Portal allows users to:

- Access information about all funding requests, sorted by Service Provider Identification Number (SPIN), using the "My SPINs" tab;
- View and track the status and details of invoices, organized by SPIN (FY2012 and later only), using the "My Invoices" tab;
- Track a Funding Request Number (FRN) through the lifecycle of the funding process, using the "My \$" tab; and
- Access health care provider (HCP) support schedules (HSS) and funding commitment letters (FCL) for all funding commitments, organized by SPIN, using the "My Documents" tab.

If you are the General Contact or Company Officer listed on [FCC Form 498](#) and have completed the RHC section of the form, you already have access to My Service Provider Portal through USAC's [E-File system](#).

If you are not the General Contact or Company Officer, ask the Company Officer or General Contact listed on your company's FCC Form 498 to grant you the entitlement to be an RHC authorized user. A [video tutorial](#) about getting access is available on our website.

For assistance, call USAC Customer Operations at (888) 641-8722 and provide your SPIN. The RHC Program team is developing an online learning video about submitting an invoice using the My Service Provider Portal, which will be available shortly in the RHC [Online Learning Library](#).

For FY2011, there is \$7.5 million in outstanding invoices. USAC will begin the fund year closeout process in July. Service providers that have any outstanding invoices should submit them, on paper, as soon as possible.

3) Deadline for FY2012 FCC Forms 466/466-A – July 1, 2013

HCPs must submit all outstanding Forms 466/466-A and required supporting documentation for FY2012 by July 1, 2013. The regular forms deadline has been extended this year, since June 30 falls on a weekend. My Portal will not allow account holders to submit Forms 466/466-A without [all documentation](#). The following supporting documentation is required:

- Proof of rural rate/cost of service. Proof can be in the form of a copy of the bill within the current fund year or a document from your service provider (documentation must be on the service provider's letterhead and signed by the service provider).
- Copy of the signed contract, if applicable.
- Proof of urban rate. The documented urban rate must resemble the rural rate as closely as possible in terms of length of service agreement, circuit type, bandwidth, and rate elements associated with the circuit and must also be in use in an urban area in the HCP's state (documentation must be on the service provider's letterhead and signed by the service provider).
- Copies of bids (if more than one bid received).

4) Funding Update

For FY2012, we have received nearly 9,000 FCC Forms 466/466-A, a 13 percent increase over the same time last year, and have committed \$40 million in funding so far.

For FY2013, we have received over 3,000 FCC Forms 465 so far.

5) Question and Answer Session