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**Rural Health Care Monthly Conference Call: July 11, 2013 – 2:00 PM**

**Agenda**

- 1) FY2012: Information Requests
  - a. New video available
- 2) FY2013: FCC Form 466/466-A and Evergreen Contracts
- 3) Healthcare Connect Fund
  - a. Training in Washington, DC
- 4) Invoicing for FY2012
  - a. New video available
- 5) My Portal
- 6) RHC on the Road
  - a. NRHA conference
- 7) Funding Update
- 8) Question and Answer Session

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**1) FY2012: Information Requests**

To process RHC Program forms, USAC may send an information request email with a subject line that includes, "ACTION REQUIRED." These information requests will ask for missing documentation or clarification about information you provided with a submitted form.

If you receive an email that says "action required," respond as soon as possible through [My Portal](#). All account holders will receive the email, and any may respond through My Portal. Failure to respond to an information request will delay the processing of your application, or possibly result in loss of funding. To learn more about information requests, refer to the new video, "My Portal: Information Requests" (3:43 minutes) in the [Online Learning Library](#).

**2) FY2013: FCC Forms 466/466-A and Evergreen Contracts**

The FCC Forms 466/466-A are available for FY2013 and can be filed through [My Portal](#). If you have an Evergreen contract that goes through the end of the Funding Year 2013 and are not filing for any new circuits, you do not need to fill out a new FCC Form 465.

**3) Healthcare Connect Fund**

Join USAC and the FCC in Washington, DC, for trainings about the Healthcare Connect Fund (HCF), the newest component of the Rural Health Care (RHC) Program. The training events are two separate, back-to-back trainings in Washington, DC, on September 23 and 24, 2013.

If you are an HCP that plans to apply for funding as an individual HCP for FY2013, you should attend Day 1, on September 23. If you plan to apply as a consortium leader, attend Day 2, on September 24. All participants are welcome to attend one or both days of the training.

Learn more about these events on the HCF [Trainings & Outreach](#) page.

#### **4) Invoicing**

Service providers participating in the RHC Program may submit invoices using the new online invoice management system, My Service Provider Portal. A [new invoicing tutorial](#) has been added to the [Online Learning Library](#) to guide service providers through the process of submitting invoices.

#### **5) My Portal Updates for HCPs and Service Providers**

Throughout the RHC website, we have replaced “Applicant Login” links with “My Portal” in the upper right corner and the left-hand navigation. Clicking on “My Portal” will take you to the [RHC My Portal webpage](#), where both healthcare providers and service providers can find the link to log into My Portal, or access the RCH Legacy system for Funding Year 2011.

FCC Forms 466/466-A for FY2013 Evergreen contracts in My Portal will incorrectly appear as FY2012 forms in Block 3 of the form. Although the form displays that it is for the 2012 funding year, it will be correctly processed as a 2013 form. The issue will be resolved on July 27.

Currently, service providers are able to associate a maximum of 21 SPINs per account. The limitation will be removed on July 27 and service provider accounts will be able to associate with an unlimited number of SPINs. Until that time, service providers with more than 21 SPINs should continue to submit invoices for the first 21 SPINs that appear in the portal.

#### **6) RHC on the Road**

RHC staff will be exhibiting at the National Rural Health Association (NRHA) Rural Quality and Clinical Conference in Chicago July 17-19, 2013. We’re excited about the opportunity to share information about the RHC Program with rural clinicians and allied health professionals. You can learn more about upcoming NRHA events [here](#).

#### **7) Funding Update**

For FY2012, we have received nearly 11,800 FCC Forms 466/466-A, a six percent increase over the same time last year, and have committed \$50 million in funding so far. Because more than 5,500 forms were submitted in the last two months of the funding year, 6,300 are awaiting processing.

#### **8) Question and Answer Session**