

From: USAC Rural Health Care Program
To:
Subject: RHC Program News for August 2018
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Latest news from the RHC Program

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RHC Program News for August

Below is the latest news, timely resources, and helpful reminders for the month of August. It includes important information about the FCC's recent RHC Program Funding Cap Order, an announcement about the RHC Help Desk, and helpful tips for Funding Year (FY) 2018 now that the application filing window for FY2018 has closed.

[RHC Program Funding Cap Order](#)

On June 25, 2018, the FCC issued an [Order](#) that adopted rules to: (1) increase the annual RHC Program funding cap to \$571 million and apply it to FY2017; (2) annually adjust the RHC Program funding cap for inflation, beginning with FY2018; and (3) establish a process to carry-forward unused funds from past funding years for use in future funding years. The rules became effective upon publication of the Order in the Federal Register on June 29, 2018.

Watch the [2018 RHC Program Funding Cap Order Information Webinar](#) and download the [FAQ Sheet](#).

What this means for FY2017: Due to the increase in the RHC Program funding cap for FY2017, all previously approved FY2017 funding requests will receive 100% of their approved funding amount. The proration that was previously applied to FY2017 funding commitments has been removed, and revised Funding Commitment Letters (FCLs) have been issued via email.

If you have not received your revised FY2017 FCL or have questions about it, please contact RHC-Assist@usac.org.

Impact on Invoicing for FY2017: Applicants and service providers have received their revised FCLs via email over the past few weeks and all applicants may now continue invoicing. While the commitment amount in My Portal will continue to reflect the proration at this time, you may continue the invoicing process as normal. USAC will adjust the disbursement amount of approved invoices to ensure that service providers receive the full, non-prorated commitment amount. If you have fully or partially invoiced, no further action is needed on previously submitted invoices. Please look to our program invoicing pages for information on the invoicing process: [HCF Invoicing Page](#) and [Telecom Invoicing Page](#).

Service Provider FY2017 Remittance Statements: As stated above, if you have fully or partially invoiced, no further action is required on previously submitted invoices. The service provider will automatically receive the difference in the upcoming payment disbursement and the payment will be reflected on the remittance statement as "True Up" with the associated invoice number. Download the [Remittance Statement Tip Sheet](#) for more information.

What this means for FY2018: As noted in the FCC's 2018 RHC Program Funding Cap Order, the RHC Program funding cap for FY2018 will be \$581 million, adjusted for inflation. As a reminder, the FY2018 filing window closed on Friday, June 29, 2018. Applicants are unable to submit funding requests at this time.

[My Portal Updates: FY2017 Site and Service Substitutions, FCC Forms 463 and 467, and Telecom Program Invoice](#)

RHC will be updating My Portal with FY2017 Funding Cap information during August. Once the system updates are complete, applicants will see updated commitment information, as well as the non-prorated amounts when submitting the FCC Form 463 (HCF Program Invoice and Disbursement Form) and both the FCC Form 467 (Telecom Program Connection and Certification Form) and Telecom Program Invoice. This system update will allow applicants to access updated commitment information for FY2017 funding request numbers (FRNs).

FY2017 Site and Service Substitutions: Due to the My Portal system updates, FY2017 site and service substitutions will not be accepted between August 1st and September 4th. Additionally, site and service substitutions for FY2017 in draft status will no longer be valid after system updates are made. Applicants therefore should refrain from creating any FY2017 draft site and service substitutions between August 1st and September 4th, as they will not be valid due to system updates. These changes will not impact site and service substitutions for prior funding years. Applicants may continue to submit prior year site and service substitutions as usual during this time.

FY2017 applicants can begin submitting site and service substitutions again on September 5th.

FY2017 FCC Form 463, FCC Form 467, and the Telecom Program Invoice: The My Portal updates in August will also impact the submission of FY2017 FCC Form 463, FCC Form 467, and the Telecom Program Invoice. Please keep in mind that FCC Forms 463, 467, and Telecom Program Invoices will not be accepted between August 22nd and September 4th. Please make sure to submit these forms prior to August 22nd, or after September 4th. Applicants should also refrain from creating any FY2017 FCC Forms 463, FCC Forms 467, and Telecom Program Invoice drafts during this time, as they will no longer be valid after system updates are made.

FY2017 applicants can begin submitting FCC Form 463, FCC Form 467, and Telecom Program Invoice again on September 5th.

Important Reminders for FY2018

New Extended RHC Help Desk Hours!

Starting August 1st, the RHC Help Desk hours will be extended from 8:00 a.m. ET – 5:00 p.m. ET to 8:00 a.m. ET – 8:00 p.m. ET. We hope these longer operational hours will help meet the needs of our stakeholders on both coasts, and, in an effort to provide more one-on-one guidance, we are increasing the number of dedicated staff responding to phone calls and emails. Our goal with this expansion is to deliver thorough, helpful answers and guidance to you, faster.

What to Do if You Receive an Information Request

As you submit your FCC Form 462 or 466, please upload all required documentation with your forms. FCC Forms submitted with incomplete or missing documentation will not be reviewed, and RHC reviewers will reach out to all account holders (the primary and all secondary and tertiary account holders associated with that HCP) with a request for additional information ("Information Request"). Information Requests are sent to collect any missing documentation, address deficiencies, or to ask clarifying questions about the FCC Form. If you receive an Information Request, you must respond to it within 14 calendar days. Once you respond, the RHC reviewers will work with you, to the extent they can, to ensure that they have all the necessary documentation to complete their review. Failure to respond within the 14 calendar day timeframe will result in an automatic denial, so be sure to meet that deadline!

LOA/TPAs Must Be Up to Date

In order to be considered eligible for funding in FY2018, [Letters of Agency](#) (LOA) and [Third Party Authorizations](#) (TPA) **must** be up to date through a minimum of FY2018. Be especially mindful if you are an HCP using a consultant, a consortium leader, or a consultant filing on behalf of a consortium leader. Before submitting a form, please check to ensure your authorization documents are up to date.

FCC Forms 462 and 466 submitted with expired LOAs or TPAs will result in applicants receiving Information Requests.

- Download a [Sample TPA](#) or [Sample LOA](#)
- For more information about submitting LOAs, please see the [submission guide](#)

Questions or Suggestions? Contact Us!

Suggestions for newsletter topic suggestions? Submit them to RHC-Assist@usac.org.
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RHC Program questions? Contact us [via email](#) or call (800) 453-1546.

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