

RFA # 17835

New York State Department of Health
Office of Primary Care and Health Systems Management
Center for Health Care Policy and Resource Development
Division of Workforce Transformation

Request for Applications

Doctors Across New York
Physician Loan Repayment and
Physician Practice Support Programs
Cycle V

QUESTIONS AND ANSWERS

Questions below were received by the deadline announced in the RFA. The NYSDOH is not responsible for any errors or misinterpretation of any questions received.

The responses to questions included herein are the official responses by the State to questions posted by potential bidders and are hereby incorporated into the RFA # **17835**. In the event of any conflict between the RFA and these responses, the requirements or information contained in these responses will prevail.

GRANTS GATEWAY

Question 1: How do I determine if my agency is pre-qualified through the Grants Gateway?

Answer 1: Your organization's status can be viewed by accessing your document vault and observing the current status noted in the details panel at the top of your document vault main menu. The status can also be obtained by running the "State Prequalification Application Status Report" under the Management Screens section of your vault.

Reminder: Only non-profit organizations are required to be pre-qualified. To do so, an organization must have submitted a registration form, identified a grantee delegated administrator, entered required documents into the document vault, and submitted the document vault for review. Please note the documents in the vault must be submitted with sufficient time to be reviewed and approved - waiting until the last minute is not advised. If your agency vault is in review status and not yet prequalified, please send an email to the mail log for this solicitation at DANY2018@health.ny.gov in order to request expedited handling of your document vault

Question 2: Can an agency apply if they are not prequalified through the Grants Gateway?

Answer 2: Non-profit organizations must be prequalified by the date and time applications are due. If a not for profit organization is not prequalified the application will be rejected. Individuals and governmental entities do not need to be prequalified.

Question 3: What does the asterisk * mean in the Grants Gateway on-line application?

Answer 3: The asterisk* alerts applicants that a response is mandatory. Applicants will not be allowed to submit their application without completing all mandatory questions.

Question 4: Are there character limits for Gateway fields?

Answer 4: Character limits are included in the Grants Gateway fields. As an applicant types their response; the number of characters allowed as a response is shown. As an applicant types a response, the number of characters (including spaces) used will be displayed up to the maximum allowed. Applicants will not be able to exceed the character limit allowed per question.

Question 5: I am trying to get a copy of the RFA. Can you advise me on how to get it?

Answer 5: The RFA is located in the Grants Gateway system. You can access the Grants Gateway through the following link:

https://grantsgateway.ny.gov/IntelliGrants_NYSGG/module/nysgg/goportal.aspx

Once you are in the Grants Gateway, you can access the RFA by clicking on Browse Opportunity. Select the Opportunity from the list of RFAs.

You can also, click on “Search for Opportunities” and type in DOCTORS on the “Search for Grant Opportunity” Line. Click on the grant opportunity on the list. Once in the Opportunity, click on “View Grant Opportunity” to view the RFA. Please note that you cannot be logged in as any of your grantee roles when viewing the opportunity. Potential applicants should also go to the DANY webpage at

https://www.health.ny.gov/professionals/doctors/graduate_medical_education/doctors_across_ny/ for additional information to assist in completing the application.

Question 6: The website says I need to pre-register in Grants Gateway to apply for this grant. Do I register as the applicant or does the hospital I’ll be working for need to register?

Answer 6: You can register as an individual or the health care organization can apply on your behalf.

Question 7: For the current DANY program, it seems applicants are now required to register as an administrator of an organization and obtain a NYS SFS Vendor ID just to be able to apply for the grant if the application comes out. Is this true, or am I misunderstanding something?

Answer 7: No. Individuals are still eligible to apply. For purposes of facilitating the application process through the Grants Gateway, individual physician applicants must register for a Grants Gateway account (in which they name themselves as the administrator) and obtain a NYS SFS Vendor ID number. The customized steps for individual physician applicants on how to fill out the “Registration Form for Administrators” and the “Substitute W-9 Form” are listed in Section IV (N) (1) of the RFA. In addition, you may contact the Grants Gateway Help Desk for more information at grantsgateway@its.ny.gov or (518) 474-5595 (Monday thru Friday 8am to 4:30pm).

Question 8: When I try to register it seems the administrator form is designed for a business (i.e. it asks for Vendor ID, Business ID and other organization information). Is this the right form to complete to register?

Answer 8: If you are referring to the Registration Form for Administrator, the Department has provided customized directions indicating how an individual physician applicant should successfully complete it. These directions are listed below and also in Section IV (N) (1) of the RFA and describe what to enter for each field on the form.

Organization Information:

- Legal Name – Enter your full legal name.
- Federal ID – Enter your social security number.
- SFS Vendor ID – If you have a SFS Vendor ID, enter it here. If not, complete the Substitute W-9 Form and submit it together with the Grants Gateway Registration Form.
- Street Address – Enter your street address. This is the default address where official correspondence should be mailed.

Organization Type:

- Check the box Labelled “Individual”.

Delegated Administrators:

- Enter your last name, first name, phone number, and email address.
- You will act as your own Authorized Administrator.

Authorization:

- Enter your own name under the Box labelled “Head of Organization”.
- Enter your phone number, email address, and sign and date where prompted.

Acknowledgement to be completed by a Notary Public:

- This section is to be completed by a Notary Public.
- A signed, notarized original form must be sent to the New York State Grants Reform Team at the address provided in the instructions.

- Once this form is processed and approved, you will then be provided with a Username and Temporary Password allowing you to access the Grants Gateway.

Question 9A: When filling out the application for the grants gateway, do we enter our employer as the Organization information?

Question 9B: If I can apply as an individual, do I use my personal information in the "organization information" section?

Answer 9(A-B): See answer to Question 8.

Question 10: Will I be able to submit my information and supporting documents before May 16th? If I do this, can I simply press "submit" on May 16th if everything I need is prepared?

Answer 10: The gateway will not open prior to May 16th, 2018 for any submissions. However, you can download a copy of the RFA and the Attachments now and complete all questions on paper so that when the Gateway does open, you can more quickly enter the data.

Question 11: What are the steps to register in the Gateway?

Answer 11: You need to submit a Grants Gateway registration form and, if you don't currently have a NYS Vendor ID, the W-9 form to the Grants reform team at the address listed on the registration form.

Registration Form:

https://grantsreform.ny.gov/sites/default/files/registration_form_for_administrator.pdf

W-9 Form: https://grantsreform.ny.gov/sites/default/files/sub_w9.pdf

Steps are included in the RFA Section IV (N) (1) on how to register both as an individual and as a health care facility. In addition, you may contact the Grants Gateway Help Desk for more information: at grantsgateway@its.ny.gov or (518) 474-5595 (Monday thru Friday 8am to 4:30pm).

Question 12: Can individual physician submit their application in the Gateway without a Vendor ID Number?

Answer 12: Yes, you can submit with Vendor ID blank if the individual also submits the W-9 form with it. The Grants Reform Team will then initiate the process to get the individual physician a Vendor ID number.

Question 13: What time will the Gateway on May 16, 2018?

Answer 13: The Gateway will be open for application submissions starting at: 9:00 am Eastern Standard Time on May 16, 2018.

WHO MAY APPLY

Question 14: Is any physician working in a non-profit eligible for this grant?

Answer 14: A physician must meet the specifications listed in RFA Section II Who May Apply and be registered in the Grants Gateway in order to be eligible to apply for this grant.

Question 15A: I started working at my current employer (located in an underserved area) on July 1, 2014. Does this make me eligible for this DANY award period?

Question 15B: I began my employment at a qualified center in an underserved area on July 1, 2015. Does this make me eligible for this DANY award period?

Question 15C: The doctor we want to name in the contract started working for our health care facility (an underserved area) in October 2014. Would he be eligible for this grant?

Answer 15(A-C): In the instances described in 15(A-C) above, the physician would not qualify for the DANY grant because they began working as a physician in an underserved area earlier than August 31, 2015. Per the RFA, a physician cannot have worked in ANY underserved area between the dates of August 30, 2010 and August 30, 2015

Question 16: A physician cannot have been practicing in an underserved area from 8/30/2010-8/30/2015. Is this "area" just within New York State?

Answer 16: The "area" referred to in this question is within New York State only.

Question 17A: I have been a resident physician in an underserved area from July 2014 – June 2018? Would I be eligible for this grant opportunity?

Question 17B: The doctor we want to name in the contract was in medical training in Brooklyn and in her residency in Albany between 8/30/15 and 8/30/15 [sic]. Would that be considered working as a physician in an underserved area and therefore disqualify her?

Question 17C: Regarding not practicing in an underserved area between August 30, 2010 - August 30, 2015, does that include residency/fellowship training?

Question 17D: I am a graduating resident physician, who will be completing my residency in June 2018. The RFA states that “the physician cannot have worked as a physician in any capacity in any underserved area, as defined in Attachment 7 of this RFA, between the dates of August 30, 2010 and August 30, 2015”. Does this include time spent in residency?

Answer 17(A-D): Physician cannot have worked in ANY underserved area between the dates: August 30, 2010 – August 30, 2015. However, these limits do not apply to time spent as a resident or fellow.

Question 18: I have been out of residency since 2011, but was recruited to an underserved area this past July 2017. Will I be eligible to apply for the loan forgiveness program?

Answer 18: If the physician has not worked in any capacity in any underserved area between August 30, 2010 and August 30, 2015 then they are eligible to apply for this grant opportunity.

Question 19: The RFA states that the physician cannot have worked in any capacity in any underserved area between August 30, 2010 and August 30, 2015. I completed residency in June 2015. Am I eligible for this grant?

Answer 19: Physician cannot have worked in ANY underserved area between the dates: August 30, 2010 – August 30, 2015. However, these limits do not apply to time spent as a resident or fellow.

- If after completing your residency, if you began working in June or July 2015 in an underserved area then you would not be eligible to apply for this grant.
- If after completing your residency, if you began working in August 2015 then you would be eligible to apply for this grant.

Question 20: A doctor we are considering applying on behalf of currently works as a part time consulting child psychiatrist (for 5 years now) and has never been an employee. They would like to invite her to work fulltime, using the DANY grant to bring her on board. Would she qualify under these circumstances?

Answer 20: The physician cannot have worked as a physician in any capacity (part-time or full-time) in any underserved area between the dates of August 30, 2010 – August 30, 2015.

Question 21: “I began working at XYZ Hospital in July 2015 and finished working there approximately April 2016.” Am I eligible to apply for this grant?

Answer 21: A physician cannot have worked as a physician in any capacity between the dates of August 30, 2010 – August 30, 2015. If XYZ is in an underserved area, and you began working there in July 2015, then you are not eligible to apply for this grant. However, these limits do not apply to time spent as a resident or fellow.

Question 22: Can facilities that are not currently licensed by OASAS, but are in the process of becoming licensed, apply for this procurement?

Answer 22: No, only a facility that is licensed, but not operated, by the New York State Office of Alcoholism and Substance Abuse Services pursuant to MHL Article 32 are eligible to apply for this procurement.

Question 23: We are a team of (3) physicians planning to serve a rural community hospital as one group. As one group, we make up one full-time team that rotates around to serve the region with our specialty. Can the grant be given to the group or to one designee from the group?

Answer 23: The grant is for an applicant that is either an individual physician or a health care facility applying on behalf of a physician as defined in our RFA. The physician named in the DANY award must be an individual in full time employment status. Each grant application can only name one physician for the DANY service award.

Question 24A: Is it better to apply as an individual or should I have the health care facility I work for apply on my behalf?

Question 24B: Is it better for me to submit the application on my behalf or for the hospital facility to submit it for me? I would use the entire award amount on loan repayment. I wasn't sure if there was any benefit for the facility to submit it or just doing it all myself.

Answer 24(A-B): You can apply either way, one type of applicant does not have a clear advantage over the other when the Department goes to make awards. Awards are primarily made in order of the date and time of receipt of initial application until funding is exhausted for that region or provider category. See page 33 of the RFA for award process details.

Question 25A: Can Doctor of Pharmacy apply for this grant opportunity?

Question 25B: Can dentists apply for this grant opportunity?

Question 25C: Can midlevel's apply for this grant opportunity or is it strictly for physicians?

Question 25D: Can Nurse Practitioners or Physician Assistants apply for this grant opportunity?

Answer 25(A-D): Only Doctors of Medicine (MD) and Doctors of Osteopathy (DO) qualify for this opportunity.

Question 26: Do therapists, RN's, Physician Assistants (PA), and psychologists also count as physicians?

Answer 26: The physician must be a graduate of an allopathic (MD) or osteopathic (DO) medical school. Therapists, RN's, PA's and Psychologists are not eligible for funding under this RFA.

Question 27: Are VA employees eligible for Doctors Across NY funding?

Answer 27: A physician employed by a health care facility operated by the federal government is not eligible to apply under this RFA.

Question 28: Can a pathologist apply for this grant?

Answer 28: Work as a pathologist does not qualify as being in full time clinical practice for the purposes of this RFA. Per the RFA, full time clinical practice, is defined as at least 40 hours of service (with a minimum of 32 clinical hours) per week for at least 45 weeks per year. In addition, clinical practice must include seeing, treating and interacting with patients.

Question 29: We employ physicians with clinical, administrative, and public health responsibilities. Would they be eligible for this grant or do you require individuals with purely clinical responsibilities?

Answer 29: To be eligible for this grant, physician needs to be working full time. Per the RFA, full time clinical practice, is defined as at least 40 hours of service (with a minimum of 32 clinical hours) per week for at least 45 weeks per year. The 40 hours per week may be compressed into no less than four days per week, with no more than 12 hours of work performed in any 24-hour period. The 40 hours per week may not include time spent in "on-call" status except to the extent that the physician is regularly scheduled and providing patient care at a site identified in Attachment 3 of this application during that time. Any hours worked in excess of 40 hours per week shall not be applied to any other work week.

Question 30: I provide a free clinic to underinsured/uninsured patients that cannot pay for services rendered. Would documentation of the free clinic support the requirements for this section?

Answer 30: For the purposes of this RFA, the applicant may use documentation from the free clinic to answer question number 6 in Option C of Attachment 7. The applicant then would need to be able to respond affirmatively to the five additional questions for Option C to be complete.

Question 31: Are employed doctors who run their own practices owned by the hospital eligible for this grant?

Answer 31: A doctor who runs their own practices operated by the hospital are eligible to apply for this grant opportunity as an individual physician.

Question 32: Will the loan repayment cover a Physician working for the city of New York or a county appointment, i.e. as a department of health official, commissioner of health (with clinical responsibilities in addition to administrative) in a NY county or jurisdiction?

Answer 32: To be eligible for this grant, physician needs to be working full time. Per the RFA, full time clinical practice, is defined as at least 40 hours of service (with a minimum of 32 clinical hours) per week for at least 45 weeks per year. The 40 hours per week may be compressed into no less than four days per week, with no more than 12 hours of work performed in any 24-hour period. The 40 hours per week may not include time spent in "on-call" status except to the extent that the physician is regularly scheduled and providing patient care at a site identified in Attachment 3 of this application during that time. Any hours worked in excess of 40 hours per week shall not be applied to any other work week

EDUCATIONAL LOANS

Question 33: I am trying to figure out if some of my loans (private) are under Title IV higher education act, however some of the lending institutions are not sure. From my understanding these funds from DANY can only be applied to federal/private loans which are only eligible under Title IV higher education act?

Answer 33: Loans made by or guaranteed by the federal or state government or made by a lending or educational institution must be approved under Title IV of the federal Higher Education Act. Your individual loan institution should be able to verify this on your behalf. All loan statements submitted with an application will be sent to the Higher Educations Services Corporation (HESC) for verification before any DANY awards are made.

Question 34: If I were to refinance my loans would I still be able to apply and receive the funds from DANY?

Answer 34: Refinanced loans are eligible if they are marketed as educational loans and must be from lending institutions subject to governmental regulation.

Question 35: Can I use DANY funding to repay private and federal loans?

Answer 35: DANY funds can be used to repay qualified educational debt, both state and federal. Alternative student loans (or private loans) specifically used for higher education purposes only are eligible if they are marketed as educational loans and must be from lending institutions subject to governmental regulation.

Question 36: Is it ok to have the National Health Service Corp (NHSC) loan repayment program be “under review” when I submit this DANY application? I won't know if I received the NHSC award until about September 2018.

Answer 36: You may apply to the DANY grant if you have a NHSC application “under review”. DANY funding decisions will be made in the Fall of 2018. If you were offered both grants, in order to accept the DANY award, you would need to decline the NHSC award. Per the RFA, no other state or federal loan forgiveness obligation can overlap or coincide with the 3-year DANY service obligation. The ONLY exception is the federal Public Service Loan Forgiveness Program.

Question 37: If an applicant paid for their graduate medical loans first because they had a higher interest rate, can they still apply to DANY with their outstanding undergraduate loan amount?

Answer 37: Both undergraduate and graduate educational loans are eligible to be considered for the DANY program.

Question 38: If an applicant has educational loans in their parents' names, do those loans qualify for DANY loan repayment?

Answer 38: Educational loans must be in the physician's own name.

Question 39: Can you put your loans in deferment status while you apply and still qualify for DANY?

Answer 39: A physician may have loans in deferment or forbearance status. However, applicants are not eligible if loans are in default status.

USE OF FUNDS

Question 40A: What is DOH's definition of "enhanced compensation"?

Question 40B: Please define/provide examples regarding what qualifies as "enhanced compensation" to the physician.

Answer 40(A-B): Enhanced compensation means additional funding over and above what would have been provided to the physician prior to a DANY award being granted. For example, if the physician salary had been set at \$X, you could give the physician a bonus (on top of the \$X salary) with funds from the grant. However, you could not use the funds to pay a portion of \$X since doing so would be considered a salary offset. Money should be used to provide added support to the physician.

Question 41: Does enhanced compensation include a quality bonus based on the hospital's quality measures?

Answer 41: A quality bonus or productivity bonus would qualify if they provide additional funding over and above what would have been provided to the physician prior to the DANY award being granted.

Question 42A: Can the hospital recoup costs (i.e. signing bonus, student loan, retention yearly bonus) for recruiting if the provider started in the window August 31, 2015 – January 1, 2019?

Question 42B: XYZ Hospital will be purchasing a new building and has recruited new physicians (many of which were paid sign-on bonus) within 2018. Can XYZ Hospital use DANY funds to be reimbursed for either the building purchase expense or the sign on bonuses?

Answer 42(A-B): Expenses reimbursable under this grant opportunity must have incurred after January 1, 2019 (the start date of the DANY contract).

Question 43: Would the hospital be responsible for providing the funds for physician loan repayment directly to the physician and then the physician pays the debt?

Answer 43: Grant fund payments are made to the individual or health care facility that holds the contract. If a hospital applied for loan repayment funds for a physician, the payment is made to the hospital with expectation that 100% of the funds be passed along to the physician named in the contract.

Question 44: If the hospital used DANY funds to repay outstanding educational debt what documentation would be required to ensure that funds were used to cover the educational debt?

Answer 44: As defined in the RFA Section IV (H) Payment & Reporting Requirements of Grant Awardees, it states that physicians accepting monies for loan repayment are expected to use the funds to pay down qualified educational debt. Annual statements submitted must demonstrate that all disbursed grant funds were applied in full to the loan following receipt of payment from the Department. These statements must come from the educational institution holding the loan and statements must be current within 30 days.

Question 45: Could a sign-on bonus be provided to the physician prior to the grant period January 1, 2019 – December 31, 2021?

Answer 45: For the expense to be eligible for the grant, it needs to have been incurred after January 1, 2019.

IMPORTANT DATES:

Question 46: I have a question regarding Section II (B) (5). Does this refer to the current employment contract with the health system I am employed by or does this have to do with the DANY award service obligation itself?

Answer 46: For an individual physician employed with a health care system, this question deals with your employment contract. This question does not relate to the DANY service obligation. Your employment contract and your DANY contract are two separate and distinct things.

- All DANY contracts have obligations from January 1, 2019 – December 31, 2021.
- Your employment contract (i.e. with XYZ hospital) needs to have started no earlier than August 31, 2015 and no later than January 1, 2019.
- In addition, the employment contract must include at least the entire DANY service obligation period. If your current contract does not spell this out, you can submit an addendum to the contract for verification of these dates.

Question 47: Please clarify the dates of the three-year service obligation which must be referenced in the physician's employment contract.

Answer 47: The DANY service obligation runs for three years from January 1, 2019 – December 31, 2021.

Question 48: Section V, Program Specific Question, number 4d states the following: “What is the anticipated (or actual) start date that the physician will be beginning in the position for which they will be fulfilling their DANY service obligation?” Would you clarify what date you are looking for?

Answer 48: We are looking for the date the physician started or will start working at the position for which they will be fulfilling their DANY service obligation.

APPLICATION LIMITS

Question 49: We are an organization that employs physicians to work a large health care system. We are not eligible to apply for a grant ourselves but would like to aid our eligible physicians to submit their applications. Can we register in the Grants Gateway and allow unlimited number of physicians to submit using one vendor ID number?

Answer 49: No. You are not able to register in the Grants Gateway and allow unlimited number of physicians to submit using one vendor ID number. For each registered user in the Grants Gateway, this RFA limits the number of allowed applications to two. In addition, this RFA states, no more than (2) awards will be made to support a DANY service obligation to be carried out at the same health care facility. A health care facility is defined as having the same operating certificate number, or in the case of a medical practice the same Department of State Identification Number. If more than two applications for a service obligation at XYZ hospital are received, then only the first two applications will be reviewed. This application limit will apply regardless of whether the application is submitted by a physician or a health care facility.

Question 50A: Is there a limit on how many applications you will fund for physicians who work or will be working in the same location and for the same employer?

Question 50B: With respect to only accepting two applicants per institution, does this mean only two applicants per large hospital system, or two applicants per division of a larger hospital system?

Question 50C: I have a clarifying question regarding the number of applications per facility versus per system. Is it limited to two for both?

Question 50D: If a physician at our facility applies for a loan forgiveness award, can we (health care facility) still apply for two awards for recruitment/retention costs?

Question 50E: If we have three primary care applicants who work in XYZ Hospital (which is in a HPSA), would this grant potentially fund all three applications?

Answer 50(A-E): No more than (2) awards will be made to support a DANY service obligation to be carried out at the same health care facility. A health care facility is defined as having the same operating certificate number, or in the case of a medical practice the same Department of State Identification Number. If more than two applications for a DANY service obligation at XYZ hospital are received, then only the first two applications received from eligible applicants will be reviewed. This application limit will apply regardless of whether the application is submitted by a physician or a health care facility. A physician should not be named in more than one application.

Question 51: If a hospital submits two applications and, unbeknownst to the hospital, two or more of the hospital's physicians submit individual applications, will all applications for physicians serving that hospital be initially reviewed?

Answer 51: The first two applications received from eligible applicants for DANY service obligations to be carried out at the same health care facility will be reviewed. In addition, no more than 2 awards will be made to service obligations at the same facility.

Question 52: Is there a scenario in which a hospital submits two applications but one (or both) of these applications will not be considered at all because one or more physician applications were submitted ahead of the hospital's applications?

Answer 52: This scenario may occur. See answer to question 51.

Question 53: If a health facility submits an application for a physician and the physician also submits their own application would that increase their chances of getting funded?

Answer 53: A physician should not be named in more than one application. If we receive two applications with the same physician name, the second application received will be disqualified.

Question 54: If a health facility submits two applications for two physicians (A and B) and a third physician (C) who also works for the same facility submits a separate application on his/her own behalf, is that allowed? If so, is there a maximum number of applications that can be submitted by individual physicians that are associated with the same entity?

Answer 54: We encourage physicians that are applying to contact their facilities administrative office to coordinate their application submission. There is a limit on how many application we

will review from the same health care facility, regardless of whether it's from an individual or the facility. See answer to #50(A-E).

AWARD AMOUNTS/LIMITS

Question 55: Are there awards for less than \$120,000 for individual physicians? I have just under \$100,000 left on my educational loan.

Answer 55: The DANY grant will award up to \$40,000 per year for three years (totaling up to \$120,000). You can request less than this amount if your loan balance is lower than \$120,000. However, you cannot request more than \$120,000.

REVIEW AND AWARD PROCESS

Question 56: Is there preference given to primary care physicians or are all physician weighted the same.

Answer 56: No preference will be given to a primary care physician over a specialist.

Question 57: Is there preference over the HPSA score for the facility?

Answer 57: No preferences are given based on the HPSA score for the facility. HPSA designation will only be used to assist in identifying an underserved area (see Attachment 7 – Option A).

SECTION IV (H) - PAYMENT & REPORTING REQUIREMENT

Question 58: Since payments will be made semiannually or quarterly, I assume interest will accrue on the rest of my education loan. Is this correct?

Answer 58: Every loan has its own specifications regarding interest accruals. Consult your educational loan institution directly for details on your specific loan interest plan.

Question 59: Will the DANY payment be deposited into my bank account or directly to my loaner?

Answer 59: Grant fund payments are made to the individual or health care facility that holds the contract. If the contractor is a facility, the expectation is that 100% of the funds be passed

along to the physician named in the contract. It is the physician's responsibility to, in turn, pay their educational loan directly.

Question 60: In considering a practice support grant, for support in starting a practice, will expenses incurred to prepare the clinic be retroactively covered (receipts), given the Physician must work for three months under the terms of this contract before payment is made?

Answer 60: For an expense to be eligible for the grant, it needs to have been incurred after January 1, 2019

PROGRAM SPECIFIC QUESTIONS

Question 61: My question is if I am able to pay off my loans after 2 years and therefore do not require loan repayment funds in the 3rd year, do I remain in a 3-year agreement with the DANY program? If loans are paid within 2 years then am I obligated to continue to uphold the rules of the DANY program for the 3rd year?

Answer 61: All DANY contracts provide funds in exchange for a physician's commitment to work in an underserved area for a three-year period. If you do not uphold your full three-year commitment then penalty provisions will apply.

ATTACHMENTS / UPLOADS

Attachment 2 – Application Cover Page

Question 62: Should I list my home or work address for Section 1: "Individual Physician or Health Care Facility applying for Funding, Applicant Address" and Section 2: "Physician Information, Physician Address"?

Answer 62: For Section 1 - list the name of the person (or facility) that is applying for the DANY grant. For Section 2 – list the name of the physician who will be completing the DANY service obligation. For example: If an individual physician is applying for this grant then they would list themselves in both Section 1 and Section 2. If a health care facility is applying for this grant, then they would list themselves in Section 1 and the name of their physician in Section 2. The addresses used should be ones in which you can receive postal mail.

Question 63: In Section 3 "Contact information of person completing the application", should this be me if I am the individual physician applying? I don't really understand the "I am duly authorized to subscribe and submit this report on behalf of..." It makes it sound like I have an agent who should be signing here.

Answer 63: If you are an individual physician applying for this grant, then you would provide your contact information here. If you are a health care facility applying for this grant, then you would provide the name of the person at your facility who is completing/handling this grant submission (i.e. Sally Smith – Grant Coordinator for XYZ Hospital).

Attachment 2 – Site Information

Question 64: My contract is with the hospital. I work in 3 different clinics within the hospital system. Do I list each clinic as a separate site or list the hospital as one main site? If each clinic needs to be listed as a separate site, do I need to answer questions under Option C (Option A/B- don't apply to me) for each site and at least 6 questions need to be "yes" for each site? Or should I provide data for the hospital for these questions?

Answer 64: The applicant would list each clinic as a separate site (on its own separate page) for Attachment 2. For each clinic to be eligible, the applicant would need to answer "yes" to six questions in Option C for each of the three separate clinics (i.e. answer Attachment 7 three separate times - once for each site) and include documentation for all three sites.

Attachment 4 - Loan Statements for Qualified Educational Debt

Question 65: Is Attachment 4 only for individual physician applicants?

Answer 65: Attachment 4 needs to be filled out for every applicant that is requesting funds to repay qualified educational debt. The loan statements should be dated no more than 30 days prior to submission.

Question 66: If a healthcare facility's application is for a doctor with whom the facility's contract includes assistance with loan repayment, would the facility need to submit the physician's loan statements? If the facility does need to do this, does that then require the facility also to obtain the physician's signature on Attachment 5 (Consent to Disclosure)?

Answer 66: The health care facility would be required to submit copies of the physician's loan statements with their grant application as Attachment 4. They would also be required to obtain the physician's signature on Attachment 5 and upload that into their grant application as well.

Question 67: Should the qualified educational debt for Physician Loan Repayment reflect the balanced owed at the time of application submission or the DANY contract start date of January 1, 2019?

Answer 67: An applicant applying for funds to repay qualified educational debt must submit loan statements dated no more than 30 days prior to applying. Therefore, the amount requested should not exceed the amount owed in such statement. Statements will be forwarded to Higher Education Services Corporation (HESC) to verify the existence and amount of the qualified educational debt that may be awarded, up to \$120,000.

Attachment 7 – Tool to Identify an Underserved Area

Question 68: I work at XYZ location. How do I determine if I work in an underserved area?

Answer 68: Refer to Attachment (7). You must be able to determine you are an underserved area using either Option A, Option B, or Option C.

Question 69: I am a psychiatrist working in different areas of Manhattan for a non-profit organization that serves the homeless or formerly homeless population. Therefore, some of the sites HPSA score doesn't reflect the need as all of these clients are underserved and one of the sites is not located in an HPSA designated area. I am not sure of which option to complete for attachment 7.

Answer 69: In Attachment 3, you identified your work locations. For each work location listed, you need to provide proof that it is in an underserved area. In this specific situation, some locations may be identified using Option A and others using Option B. You may also consider Option C if necessary. The importance is that you provide supporting documentation for EACH location and upload it as Attachment 9.

Question 70: How do I figure out if the facility I am at qualifies for DANY? I checked Underserved Option A using <http://datawarehouse.hrsa.gov/GeoAdvisor/ShortageDesignationAdvisor.aspx>? It seems like it qualifies.

Answer 70: You would enter the address where you would be working into the Data Warehouse website. The resulting search will tell you if your location is in a HPSA, MUA or MUP. Print out this information from the website and upload this document as Attachment 9 in the Grants Gateway online application.

Question 71: If the hospital is not in a rural area, does this disqualify me from applying?

Answer 71: You must be able to complete either Option A, Option B or Option C to qualify for this grant. Your site may not be rural; however, it may still qualify as an underserved area if you can successfully answer "yes" to six out of the 17 questions in Option C.

Question 72: The hospital is in an area MUP; however, I am not a primary care/psychiatric physician. I am a specialty surgeon. Can I choose Option A or do I have to choose Option C?

Answer 72: You must choose Option C. Options A and B can only be answered by primary care or Psychiatric physicians.

Question 73: I work in the NYC jail system as a primary care doctor. When I last looked into this program, the map did not include Rikers Island, but it seems wrong that this would be the case, as this is a very underserved population. Is this work location eligible?

Answer 73: For Rikers Island to be considered an underserved area, the applicant would need to Complete Option C of Attachment 7, successfully answer “yes” to six out of the 17 questions, and provide supporting documentation.

Question 74: My current employer is not technically in one of the listed underserved towns in Attachment 8. However, I would consider our area underserved because many providers are nearing retirement, we have a large refugee population, and patients must drive a long distance to reach this type of specialty care. Am I eligible to apply?

Answer 74: If the applicant cannot identify their location as an underserved area using Option A or Option B, then they must utilize Option C. To be considered an underserved area, the applicant would need to successfully answer “yes” to six out of the 17 questions in Option C and provide supporting documentation.

Question 75: According to the instructions for question 1 in Option C, applicants are to go to the Census Bureau’s American FactFinder website and “Click ‘Income’ tab on the left to find the median household income”. This statistic is different from the median family income, which is the actual data required for Question 1. Are we to supply median household income, or median family income?

Answer 75: Median Family Income.

Question 76: According to the instructions for questions 1-5 under Option C, applicants are to go to the Census Bureau’s American FactFinder. The data provided through this resource is 18 years old (i.e., from the 2000 census). Do applicants have the option of using the more recent 2010 census data, or the 2012-16 American Community Survey 5-year estimates, which are

both also available through the American FactFinder website? Or are we all required to respond to Questions 1-5 using 2000 census data only?

Answer 76: Applicants may use 2010 census data; however, they should not use the American Community Survey 5-year estimates.

Question 77: Option C, questions 8-10 are regarding primary care services. If I am a not a primary care physician (sub-specialist), do I automatically answer "no" to these questions? If my answer to question 8 is "no," do I need to supply 4-months of ED data?

Answer 77: If you are not a primary care physician, then you would not be able to use questions 8-10 to verify that you work in an underserved area. You would need to answer "no" to these questions and not include any supporting data.

Question 78A: Option C, questions 9-12: Do these questions require supporting data to be uploaded? If so, what type of documentation is needed?

Question 78B: Option C, question 9-12: Regarding reporting of hospital specific data – what format would you like this information? Do you need print outs of the 4 months of ER data, or of the 1 year of hospital data? Is it sufficient for me to get the numbers reported by our various departments (billing, ER, outpatient services) and to just report that in a single document?

Answer 78(A-B): There is no required documentation upload to support a "yes" answer to questions 9-12 of Option C. When you complete the attestation included in Attachment 2, you are personally affirming that these "yes" answers are valid and true of the health care organization.

Question 79: Option C, question 12: "Search for a practice physician in the same specialty at the health care facility has not produced a physician in (12) months." Can you provide further context on this question? I read it as "Have any physicians in the same specialty at the health care facility been hired as a result of a search in the past year?"

Answer 79: The question is asking if searches for a practice physician in the same specialty (as the physician named in the DANY application) has not produced a hire in the past 12 months. In other words, were past recruiting efforts unsuccessful thus you are looking for DANY funds to add incentives for a physician to join the organization and fill this open position. When you complete the attestation included Attachment 2 you are personally affirming that these "yes" answers are valid and true of the health care organization you work for.

Question 80: Option C, question 13: should I report the distance to the next-closest treatment facility or the distance to the next-closest board-certified specialist physician?

Answer 80: The applicant should report the distance to the next closest provider practicing in the same specialty as the physician listed in the DANY application. That physician may be in an independent treatment facility or hospital.

Question 81: Option C, question 14-16: How do I provide supporting documentation for questions 14-16?

Answer 81: There is no required documentation upload to support a “yes” answer to questions 14-16 of Option C. When the applicant completes the attestation included Attachment 2, they are personally affirming that these “yes” answers are valid and true of the health care organization.

Question 82: Option C, question 17 - How can I calculate this data based on the website given?

Answer 82: On the website, select the county where your hospital is located and click “GO”. The results should show all hospitals in that county. Move your cursor over the map, click on the blue “H” which represents your facility. Corresponding hospital admission data will be reflected next to the map. Finally choose your preventable condition from the pull-down list located beside the map and click “refresh”. Print out a copy of this information and upload it as part of the supporting documentation in Attachment 9.

Question 83: According to the instructions for question 17 under Option C, the applicant is to provide a PQI hospitalization rate “for the hospital serving the site”. The RFA provides a NYSDOH webpage as a resource for this question. The mapping tool on this PQI webpage allows the user to view the PQI hospitalization rate for a given zip code or group of zip codes, but not for a specific hospital (although we are allowed to view the geographic distribution of patients from any given hospital). Are we to select the zip codes that the map identifies as the hospital’s primary service area, and then find the PQI rate for the selected cluster of zip codes? If not, how are we to ascertain the hospital’s rate of hospitalization for PQI conditions?

Answer 83: On the website, select the county where your hospital is located and click “GO”. The results should show all hospitals in that county. Move your cursor over the map, click on the blue “H” which represents your hospital. Corresponding hospital PQI data will be reflected next to the map. Use this data as supporting documentation for question 17 and upload it (along with any other supporting documentation) in Attachment 9.

Question 84: XYZ Hospital, an Article 28 facility, is purchasing the buildings and employing all physicians of an independent family practice on July 1, 2018. The family practice is in a rural county per Attachment 8. Would we would be applying via Option B in Attachment 7?

Answer 84: XYZ Hospital may utilize Option B if they are applying for funds related to expenses of the family practice or primary care/psychiatric physicians working in that practice located in a rural county or town. It is important to note that those expenses must be incurred after January 1, 2019 (the date the DANY contract begins).

Question 85: Option C, one of the questions is the provider must see at least 25% of visits are Medicaid, child health plus...etc. Does this include managed Medicaid vendors (Fidelis & United Healthcare)?

Answer 85: Visits to managed Medicaid providers may be included in this calculation.

Attachment 8 – Rural Counties and Towns

Question 86: My practice location is not listed under the rural towns and counties. However, I serve the population of many of these rural areas since I am one of very few specialists between Albany and Westchester. Can I circle the places I serve?

Answer 86: The site itself must be in a rural town or county on order to utilize Attachment 7, Option B. In addition, Option B is only for primary care and psychiatry, not any other specialties. However, you may still qualify as working in an underserved area if you can successfully answer “yes” to six out of the 17 questions in Option C and provide supporting documentation.

Attachment 10 – Vendor Responsibility Attestation

Question 87A: I am a physician preparing to apply to DANY for assistance with repayment of educational loans. In my understanding, Attachment 10 is not necessary if the DANY funds are to be used only for physician education loan repayment. Can you please confirm whether I can omit Attachment 10?

Question 87B: Attachment 10 - is not for individual physician applicants, correct? Just want to be sure.

Answer 87(A-B): A Vendor Responsibility Questionnaire is required only from Health Care Facility Applicants applying for an award of greater than \$100,000. Since the questionnaire is not required for individual physician applicants, then the Attestation (Attachment 10) is not required by individual physician applicants.

BUDGET

Question 88: For the three-year, fixed term budget, are you looking for an itemized breakdown for each of the three contract years? Or are you looking for an overall itemized budget whose lump sum would be divided by three to determine the annual payout amount?

Answer 88: We are looking for an overall itemized budget whose lump sum would be no more than \$120,000. That lump sum would be divided by three to determine the fixed annual payout amount.

DEFAULT PROVISIONS

Question 89: What happens if a physician leaves before his/her 3-year commitment is fulfilled? Would they have to pay back the entire amount received, or would they be able to keep the funding received for the years completed? In the webinar's Power Point presentation, you say that severe consequences will result if the physician fails to complete his/her DANY service obligation.

Answer 89: The penalties for default are detailed in Section IV, (P) Default Provisions. The default provisions differ based on the source of the funding.

Question 90: If the health facility receives DANY funding to help a physician repay outstanding qualified educational debt and that physician fails to complete their three-year service obligation who repays the funds to the Department?

Answer 90: Applicants should be aware that the penalty for default would always be assessed against the individual or organization that holds the contract. Thus, if a hospital applied for a DANY award for one of their physicians and the physician left prematurely, the hospital would be responsible for repayment.

CONTRACT MODIFICATIONS

Question 91: If my current position is in a service eligible area and I relocate to another service eligible region is that considered a breach of contract?

Answer 91: A physician grantee may request a change of location which may be treated as a contract modification. Section IV (Q) of the RFA details what is involved with requesting a change of location.

Question 92: If during the 3-year grant period, the physician leaves the hospital and the hospital replaces the physician, can the grant continue?

Answer 92: A health care facility grantee may request to replace a physician who leaves the hospital with another physician for the grant to continue. However, the grantee would need to contact the Department directly to obtain approval before any possible change takes place.

Question 93: If practice location sites had to be changed from the original location listed in the application (i.e. if it is a rented/leased property vs an owned commercial property) would that change the grant terms? Granted the location remains within the HRSA guidelines.

Answer 93: The grantee would need to contact the Department directly to review the new location to obtain approval prior to any change taking place.

TAX ISSUES

Question 94: Funds to support loan repayment under the DANY Physician Loan Repayment and Physician Practice Support programs may be currently exempt from federal and state taxes. Can/will this change?

Answer 94: The Department has no control over if tax laws change in the future. Please consult your tax professional for more information.

OTHER SCHOLARSHIPS & LOAN FORGIVENESS

Question 95: My ten-year payments for Public Service Loan Forgiveness would be eligible for forgiveness on 12/1/2020. If I was approved for the DANY funding from 1/1/19 to 12/31/21, would I be able to receive the PSLF funding?

Answer 95: The applicant would be able to receive Public Service Loan Forgiveness Funds and DANY funds simultaneously. HESC checks on loan balances periodically, and if your loan is forgiven under the PSLF program on 12/1/2020, then you would not be able to continue to receive DANY funding after that point. However, to prevent a default, the physician would need to continue to fulfill the DANY service obligation.

Question 96: I have received the Regents Physician Loan Forgiveness Award for 2017 - 2019. Does this make me ineligible for DANY as an individual physician applicant?

Answer 96: A physician participating in DANY cannot be fulfilling an obligation under any state or federal loan repayment program (except the Public Service Forgiveness Program) where the obligation period would overlap or coincide with the DANY service obligation.

Question 97: If I choose to return the award monies to the Regents program (the Regents Program said I could and I would not be considered a breach of service obligation on their part since returning the award) would I then qualify for DANY? Would your program consider that a breach of service obligation? What would I write for an answer to Program Specific Question 5b?

Answer 97: If you returned the funds to the Regents program (with their approval) then DANY would not consider this a breach of service obligation. In 5b, state “Yes – however if awarded for DANY funds, physician will withdraw from the Regents program”. As noted in the RFA, a physician participating in DANY cannot be fulfilling an obligation under any state or federal loan repayment program (except the Public Service Forgiveness Program) where the obligation period would overlap or coincide with the DANY obligation period.

Question 98: Many of us who are applying to DANY have also applied for the federal National Health Service Corps (NHSC) for loan repayment. It is possible to accept or decline the award from NHSC award prior to DANY making their award decisions in Fall 2018? DANY (at least in my case) is the much-preferred program.

Answer 98: An applicant may apply to DANY if your award status for NHSC is still pending. However, the applicant cannot accept the DANY service award and still receive the NHSC award simultaneously. To participate with DANY, the applicant would have to decline or withdraw from the NHSC program.

Question 99: If NHSC makes their awards prior to DANY and requires acceptance/decline prior to Fall 2018, is there someone to speak with at DANY to gauge likelihood of getting the DANY loan repayment award?

Answer 99: The Department will not announce awards until the Fall of 2018 and cannot speak to anyone individually prior to this time.

Question 100: I was wondering if the DANY grant interferes with any income based loan repayment plans through the Dept of Education?

Answer 100: No. The method under which you currently repay the loan has no bearing on your eligibility for an award.

EMPLOYMENT CONTRACTS OR BUSINESS PLAN

Question 101A: I'll be starting my job at XYZ Hospital (a non-profit) in September 2018. I have a signed contract. Am I eligible to apply for this grant?

Question 101B: If I sign a contract and start employment July 2, 2018, am I eligible for the DANY grant?

Question 101C: I'm currently finishing my training in another state but will start at XYZ Hospital in September 2018. Am I eligible since I have a signed contract and starting in September?

Question 101D: If a doctor has been recently hired, can they be eligible or does it have to be a brand-new employee?

Question 101E: If a doctor is already employed physicians does it matter how long they have been employed?

Question 101F: If my contract starts 08/2018, will it still qualify for the (01/2019-12/2021) contract period?

Answer 101(A-F): The date on which the physician's employment contract or business plan begins must be no earlier than August 31, 2015 and no later than January 1, 2019.

Question 102A: I will be applying as individual for loan repayment. I currently working for a community hospital upstate NY underserved rural area and I am not sure if my current contract is specific enough. Would an addendum of my current contract be acceptable to fulfill the mentioned items on contract?

Question 102B: I understand, there needs to be an agreement between the applicant and employer throughout the entire DANY period January 1, 2019 – December 31, 2021. I have a contract for two years from November 2017 - November 2019. I am eligible for annual renewal (theoretically ad infinitum). My employer doesn't usually provide contracts with specific numbers of years. I don't know if they will be able to rewrite the contract in any other form but what would be the minimum documentation needed?

Question 102C: About the contract reflecting "no discrimination". My contract is in the form of a letter, there is no mention of discrimination explicitly. Is there additional paperwork that I should include? Does a letter from my boss with this wording suffice?

Question 102D: About the contract accepting insurances, this is not specifically stated in my contract, is a letter from my boss enough or should I include the paperwork for insurance credentialing that I completed? I personally treat patients with Medicare/Medicaid/Child Health

Plus and/or private insurance and I know that my institution does not discriminate based on insurance or lack thereof.

Question 102E: I have a contract with my hospital which renews on an annual basis for a duration of 5 years. Would this be sufficient for the DANY requirement of service to cover from January 1, 2019 to December 31, 2021?

Question 102F: Pertaining to questions 3m, 3n, 3o & 3p in Minimum Physician Eligibility Requirements - The healthcare system I work for is compliant, however my employment contract does not specifically state this information. Does my employment contract need to be changed?

Answer 102(A-F): Applicants may utilize an addendum to an employment contract or business plan to address/incorporate the required DANY requirements; including that employment will cover at least the period from January 1, 2019 - December 31, 2021.

Question 103: Your website states a 3-year contract is needed, but does that mean it must start on January 1, 2019 for 3 years?

Answer 103: The contract with your employer cannot begin earlier than August 31, 2015 or later than January 1, 2019. The DANY service obligation dates are set at January 1, 2019 to December 31, 2021. The applicant must ensure that their employment contract covers at least the dates of the DANY service obligation period.

Question 104: Does the program retroactively assist with loans or do the terms of the contract begin whenever the loan is disbursed.?

Answer 104: The terms of the contract begin on January 1, 2019. The application cannot submit expenses accrued prior to this date however qualified educational loans may have occurred prior to this date.

Question 105: Do I need to have a 3-year contract signed for the period January 1, 2019 to December 31, 2021?

Answer 105: To apply for this grant opportunity, the applicant must ensure that their signed employment contract covers at least the dates of the DANY service obligation period or include an addendum that covers these same dates.

Question 106: The typical work week for my employer is 35 hours of paid work and 5 hours of unpaid lunch/break. This totals 40 hours/week, includes a minimum of 32 clinical hours and

does not include “on call” time. Does this fulfill the definition of a full-time clinical practice as defined by the DANY RFA?

Answer 106: Yes this fulfills the definition of full time because the applicants work week includes a minimum of 32 clinical hours and 40 total work hours. Meal breaks are considered a practice related administrative activity.

Question 107: If a doctor’s employment contract does not specifically state that he/she is practicing at a facility located in an MUA (but owned by the hospital that is not located in an MUA), do we need to provide documentation to prove that he/she is practicing in an MUA? If yes, what documentation is acceptable?

Answer 107: The Department would need an addendum to the physician’s contract which states the location where the physician will be carrying out their DANY service obligation.

Question 108: Is there preference over those that sign a one versus two or three-year contract?

Answer 108: All DANY awards are for the same three-year period of January 1, 2019 to December 31, 2021. There are no one-year or two-year contracts.

Question 109: I have a question regarding the “minimum 32 clinical hours/week”. Part of my job responsibilities include oversight of the infection control program at the hospital, for which I round on patients daily and assist as a specialist consultant on all the patients admitted to the Children’s Hospital daily. In addition, I have clinics and work on the general consulting service managing patients at regular intervals. Some weeks are 60 hours of clinical time and some may be 30 hours of clinical time. Is there some average of clinical hours/week that is acceptable or would meet the criteria for inclusion in this grant opportunity? Is 32 hours/week an average over a month? Or an average over a set amount of time? How should we understand “clinical hours” in regard to specialty care where not all of patient care is direct face to face contact. Some of my clinical time is spent working with home infusion clinics to ensure delivery of appropriate antibiotic therapy, ensuring authorization of necessary procedures and radiology tests, tracking down babies exposed to perinatal HIV and ensuring they are brought to clinic for screening, following up labs and coordinating care, all of which are essential to patient care in the high-risk community I serve.

Answer 109: There is no average of clinical hours/week that is acceptable to meet the criteria for inclusion in this grant opportunity. The 32 hours per week is not an average – it is a weekly requirement. Per the RFA, any hours worked in excess of 40 hours per week shall not be applied to any other work week. In addition, clinical hours are defined as time spent seeing, treating and interacting with patients.

Question 110A: My current contract extends through August 30, 2020. I am currently working with my employer to addend this contract to extend it through December 31, 2021. If this is not able to be accomplished by May 16, 2018, could I instead submit a letter (along with my current contract) from my employer that we are working on this addendum and will be completed prior to the start of my DANY contract period?

Question 1108B: Is it acceptable to use a letter format in addition to an existing employment contract rather than an addendum to the employment contract?

Answer 110(A-B): If a physician's employment contract is not specific enough to meet the requirements of this RFA, the applicant may submit an addendum to the contract. A letter is not acceptable.

Question 111: Section II (Who may apply), question 17 a & b: Does this need to be specifically documented in the contract? If so, is an addendum to the contract acceptable? How can I enter into an agreement with the State agency for the plan under Titles XIX and XXI of the social security act?

Answer 111: Section II, question 17 a & b may be addressed in an addendum to the employment contract. Title XIX and XXI of the Social Security Act refers to the Medicaid and State Children's Health Insurance Program, respectively. For information on enrolling in these programs go to: www.emedny.org or contact the Department's Office of Health Insurance Programs via email to providerenrollment@health.ny.gov or by calling 800-343-9000.

Question 112: One of the eleven physicians has a loan repayment clause in his employment contract that mirrors the terms of Cycle IV vs. Cycle V. Is it allowable to execute an employment contract amendment to reflect the enhanced terms of Cycle V, as his plans are to practice for entire (1/1/19 – 12/31/2021) service obligation period?

Answer 112: If a physician's employment contract is not specific enough to meet the requirements of this RFA, the applicant may submit an addendum to the contract.

Question 113: Since most commercial leases occur in multiple year sequences, how will that affect the Practice Support Grant?

Answer 113: If a health care facility intends to change their location (i.e. because of a new lease agreement), they must notify the Department to request a contract modification. This should occur prior to the change taking place. Section IV (Q) of the RFA details what is involved with requesting a change of location.

MISCELLANEOUS QUESTIONS

Question 114: If an applicant submits an application and they receive feedback that some piece is still required in the next 10 days, does the application time stamp reflect the original application submission date and time or does it get bumped to when the requested additional information is received? In other words, if I were to submit the application on May 16th and I receive an email saying something else is required or needs to be changed, does my application reflect that May 16th date or would it now be whenever my new information is received from you? Hope the question makes sense but if not just let me know and I can clarify.

Answer 114: The Gateway will time and date stamp when the application is initially received. If there are outstanding items and if you respond with missing information within the 10-day time frame, then your initial date and time will stand. If you do not respond within the 10-day time frame then you will be disqualified from this funding opportunity.

Question 115: Will an application be viable if a healthcare facility applies without the naming a specific physician? More specifically, how do we reconcile the requirement to name the physician in the application if we wish to utilize the grant funds to recruit an as-yet unknown physician(s), whether from our upcoming class of graduating residents or from the medical community at-large.

Answer 115: For the application to be complete, the applicant must provide the name of the physician who will be carrying out the DANY service obligation.

Question 116: I missed the webinar, is there a way that I can still watch the video recording?

Answer 116: Webinar slides and a link to the live recording, are posted on our website at: https://www.health.ny.gov/professionals/doctors/graduate_medical_education/doctors_across_ny/

Question 117: I may use the new NY State Family Leave 6 hours per week from January 1, 2019 – May 8, 2019 which would mean I would technically attend work 34 hours per week during that time but would still be on a full-time position and contract. Would I still be eligible? After May 8, I would not use any more family leave and would resume 40 hours per week service. Also, just to clarify the leave is to care for my child under one year of age.

Answer 117: If you qualify for an award, your contract start date would remain as January 1, 2019. However, we would defer the obligation until the Family Medical Leave Act (FMLA) leave has ended and your work hours comply with the requirements of the program. This would therefore extend your 3-year contract for any time that you were out on FLMA.

Question 118: The name on my NYS medical license includes my middle name, do I need to use that full name on my application or will it be okay to use my usual professional name, which does not include my middle name?

Answer 118: When naming a physician in the application, the applicant should use the name on the medical license so the Department can accurately verify the license.

Question 119: RFA Section II (10) (i): This section refers to a “general hospital.” My salary line is through the children’s hospital (which shares the same tax ID and Medicare/Medicaid ID with the adjacent adult hospital). I am credentialed to treat both children and adults by the institution at large. Should I be presenting data for the overall hospital (including adult care and pediatric care) or should I just present data (in Attachment 9) from the children’s hospital as that is the source of my salary line and to whom my contract is linked.

Answer 119: The applicant should present data on the population that will be served, and should be as specific as possible.

QUESTIONS ASKED DURING THE WEBINAR

Question 120: If I am only in a Grantee Role, can someone submit the application I worked on in their Grantee Signatory Role? How would I share my application with them?

Answer 120: Someone with the Grantee Signatory Role can submit your application. You don’t have to share the application with them, they can click on “Applications” link in Grants Gateway and search for it. However, if you want to share it with someone, then go to the application in Grants Gateway, click on “Management Tools”, click on “Add/Edit People”, click the person’s name from the “Current People Assigned” list, click “Save”. Now the application will become a task for that person on their home page in Grants Gateway.

Question 121: Can an admin change his role, or add him/herself as a new member, to another higher access role?

Answer 121: Grantee Delegated Admin (GDA) is the highest access role. This is the person who controls all the users within the account. GDA’s can add a new account for themselves, they can add new accounts for other people, and they can remove accounts if the person has left the organization. A GDA cannot change their roles, the only thing they can do is add a member to a new role.

Question 122: For “reference only” attachments, we do not have to upload anything - correct?

Answer 122: The applicant does not need to upload anything for “reference only” attachments.

Question 123: We are an Article 31 and 32 Agency. Do we qualify if our geographic area comes back positive for Mental Health HPSA, but not primary care HPSA?

Answer 123: The answer depends on the physician listed in the DANY application. If the physician is a psychiatrist and the service location is in a mental health HPSA then the physician is eligible under Attachment 7, Option A. If the physician is a primary care physician and the service location is not a primary care HPSA then the physician is not eligible under Attachment 7, Option A. In this second example to be eligible, the applicant would need to answer “yes” to six questions in Attachment 7, Option C.

Question 124: What if the physician works in a MUA by the HRSA data but is not primary care, do we still have to do Option C?

Answer 124: Attachment 7, Option A can only be used for physicians that are in primary care or psychiatry. If the physician is a specialist, then the applicant must complete Option C.

Question 125: How are you treating HPSA's that are proposed for withdrawal?

Answer 125: If your location is defined as a HPSA at the time of application, you may use this designation to complete Attachment 7.

Question 126: In Attachment 7 you say, “if the physician will be practicing in General Internal Medicine, Family Practice, General Pediatrics” etc. Do you mean the physician must be board certified?

Answer 126: The RFA does not state that the physician must be board certified. The physician must be licensed to practice medicine in New York State by the time the three-year DANY service obligation begins.

Question 127: If a physician is hired to work at one site and received the award, but in a year, we open a new site that is also located within an underserved area, do we still need approval even if this new site is still part of the same operating certificate?

Answer 127: The grantee needs to notify the Department of the change in location and obtain approval for that contract modification before making the change.

Question 128: Is Option A for qualifying as underserved area status prioritized over Option C?

Answer 128: Option A, Option B and Option C are all considered equally when making awards.

Question 129: What if we do not have an identified physician? Can we receive assistance identifying one or matching us to one?

Answer 129: For the application to be complete, the applicant must provide the name of the physician who will be carrying out the DANY service obligation. The Department does not maintain a list of physicians available for recruitment.

Question 130: Our physician is still finishing school and we have a scheduled start date for fall 2018. Can we apply on their behalf?

Answer 130: Naming this doctor in your application is acceptable since the date on which the physician's employment contract or business plan begins is no earlier than August 31, 2015 and no later than January 1, 2019. The application must include a signed employment contract with the physician (or a business plan if the physician is starting in private practice).

Question 131: Are you only reviewed for your requested amount, or would you be awarded more or less based on applicants and awards going out?

Answer 131: The DANY grant will award up to \$40,000 per year for three years (for a maximum of \$120,000 over a three-year period). An applicant is only reviewed for their requested amount and would not be awarded more than that requested amount. An applicant may be awarded less than that amount that include the following circumstances: (1) the applicant requested more than \$120,000 total; (2) HESC verified a lower amount for the outstanding educational debt; (3) the applicant included expenses that are disallowed; or (4) the applicant is one of the last awardees being considered for program funding and the program has a limited amount available to be awarded.

Question 132: What if you have been paying off your loans and you have less than \$120,000? Can you still request the \$120,000? How do you make the request?

Answer 132: An individual applicant seeking to use DANY funds for loan repayment must include educational loan statements dated no more than 30 days prior to submission. Such statements will be forwarded to the New York State Higher Education Services Corporation (“HESC”) to verify the existence and amount of qualified education debt. No DANY award shall be made in excess of the outstanding amount of educational debt as verified by HESC.

Question 133: You mentioned loans will be reviewed by HESC? How to make sure [sic] loans are approved before contract signed?

Answer 133: Loans and loan amounts will be verified by HESC at the time of application and before awards are made and a contract is signed.

Question 134: My current employment contract is through 2020, do I need to have a redone contract that would cover through 2021 prior to application?

Answer 134: When applying, applicants may utilize an addendum to an employment contract or business plan to address/incorporate the required DANY requirements; including that employment will cover at least the period from January 1, 2019 - December 31, 2021.

Question 135: You were going to mention the \$1.5M in Federal Funds.

Answer 135: We have requested an additional \$1.5 million in federal funds for the DANY program. It has not yet been verified that we will receive these funds. DANY will make approximately (75) awards with the \$9 million available in state funds. Should the federal funds become available, that will require state matching funds, additional awards will be made.

Question 136: If I sign a contract with a facility and after review, my loans are not eligible for DANY, what happens then?

Answer 136: An employment contract with a health care facility could include a clause that the physician’s employment is contingent on receiving a DANY award.

Question 137: Can individuals apply for enhanced reimbursement/funds to retain a physician? Or only for loan repayment?

Answer 137: Individual physicians can only apply for loan repayment to work in a qualified health care facility or to start or join a medical practice that is registered with the Department of

State as a PC or PLLC. Medical practices or other health care facilities can apply for enhanced compensation to recruit or retain a physician

Question 138: How should FQHC's respond if the specific site where the practice is located is not in a geographic HPSA? By definition, all FQHC's are automatic facility HPSA's because they serve a disproportionate share of low-income, uninsured, high need populations.

Answer 138: A FQHC DANY applicant that has identified a primary care physician or psychiatrist should complete Attachment 7, Option A. Further, if a primary care physician or psychiatrist DANY applicant is working in or intends to work in a FQHC, he/she would also complete Attachment 7, Option A. Other scenarios would require the applicant to complete Attachment 7, Option C.

Question 139: The town I work in has a HPSA of 17, but the Federally Qualified Health Center I work for has a HPSA score of 19. Can I submit the FQHC verification of HPSA score instead of the score from the town I work in?

Answer 139: No preferences are given based on the HPSA score of the facility. HPSA designations will only be used to assist in identifying an underserved area (see Attachment 7, Option A). Option A directs applicants to verify that the area or site where the physician will be practicing is located in, or serves one or more HPSA, MUA or MUP.

**Funding Opportunity #17835
Grants Gateway # DOH01-DRPLR5-2019**

**New York State Department of Health
Office of Primary Care and Health System Management
Center for Health Care Policy and Resource Development
Division of Workforce Transformation**

**Request for Applications
Doctors Across New York Physician Loan Repayment and Physician
Practice Support Programs Cycle V**

ADDENDUM # 2

5/16/2018

The following question was unintentionally omitted from the Q&A. Question # 140 is being added to the Question and Answer Document.

Who May Apply

Question 140: I started working at XYZ Hospital in October 2014. I am first internal medicine and second infectious disease trained. When I started out all I did was ID inpatient consultations with post hospitalization clinic follow ups. I believe in 2015 when DANY was offered I was told by you/HR that I could not apply because I did not practice internal medicine strictly or have a primary care clinic. Now I help run the HIV clinic as a PCP to over 750 patients. I was excited to see DANY emails again; however, I see a stipulation that people who have worked in ANY underserved area between 2010-2015 cannot be included. Are there are exclusions to this rule? Any reason for this?

Answer 140: The physician would not qualify for the DANY grant because they began working as a physician in an underserved area earlier than August 31, 2015. The DANY PLR/PPS programs were developed to recruit new physicians to work in underserved areas. These programs provide a brief look-back period to ensure that there is continuity from the last procurement cut-off period so that no physician misses this funding opportunity solely based on when it is released. For Cycle V of this grant, as defined in Section II (A): The physician cannot have worked as a physician in any capacity in any underserved area (as defined in Attachment 7 of this RFA) between the dates of August 30, 2010 and August 30, 2015. The date August 30, 2015 is noted because it was the closing date for Cycle IV. The program does not allow for exceptions. The next funding opportunity (Cycle VI) will include a new "look-back" period that will be posted at that time.