



ADVANTAGE

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CARES Act Provider Relief Fund

Helpful Information

This information is for providers that have received payments from the Provider Relief Fund (PRF) in the form of a stimulus due to the CARES act. These funds are to be utilized in assisting eligible healthcare providers for healthcare related expenses or lost revenues attributable to the coronavirus. If you are a recipient of these funds, you have agreed to the terms and conditions regarding the reporting requirements that were specified by the Secretary of Health and Human Services. Information gathered to create this document was taken from the HHS.gov website. For more information you can visit their website below: <https://www.hhs.gov/coronavirus/cares-act-provider-relief-fund/index.html>

The following are expenses that can be attributable to Coronavirus not reimbursed by other sources (2020 only):

- Expenses attributable to coronavirus that are not reimbursed or obligated to be reimbursed from other sources
- Lost revenues, as represented by a change in net patient care operating income from 2019 to 2020 (revenue less expenses)

For recipients of over \$500,000 in aggregate PRF payments, providers must provide a further expense breakdown that includes:

General & Administrative Expenses

- **Mortgage/Rent:** Monthly payments related to mortgage or rent for a facility.
- **Insurance:** Premiums paid for property, malpractice, business insurance, or other insurance relevant to operations.
- **Personnel:** Workforce-related actual expenses paid to prevent, prepare for, or respond to the coronavirus during the reporting period, such as workforce training, staffing, temporary employee or contractor payroll, overhead employees, or security personnel.
- **Fringe Benefits:** Extra benefits supplementing an employee's salary, which may include hazard pay, travel reimbursement, employee health insurance, etc. e. Lease Payments: new equipment or software lease.
- **Utilities/Operations:** Lighting, cooling/ventilation, cleaning, or additional third-party vendor services not included in "Personnel".
- **Other General and Administrative Expenses:** Costs not captured above that are generally considered part of overhead structure.

Healthcare Related Expenses Attributable to Coronavirus

The actual healthcare related expenses incurred over and above what has been reimbursed by other sources.

- **Supplies:** Expenses paid for purchase of supplies used to prevent, prepare for, or respond to the coronavirus during the reporting period. Such items could include: personal protective equipment (PPE), hand sanitizer, or supplies for patient screening.
- **Equipment:** Expenses paid for purchase of equipment used to prevent, prepare for, or respond to the coronavirus during the reporting period, such as ventilators, updates to HVAC systems, etc.

- **Information Technology (IT):** Expenses paid for IT or interoperability systems to expand or preserve care delivery during the reporting period, such as electronic health record licensing fees, telehealth infrastructure, increased bandwidth, and teleworking to support remote workforce.
- **Facilities:** Expenses paid for facility-related costs used to prevent, prepare for, or respond to the coronavirus during the reporting period, such as lease or purchase of permanent or temporary structures, or to modify facilities to accommodate patient treatment practices revised due to coronavirus.
- **Other Healthcare Related Expenses:** Any other actual expenses, not previously captured above, that were paid to prevent, prepare for, or respond to the coronavirus.

Key Dates To Remember

- Jan. 15, 2021: reporting portal opens for providers
- Feb. 15, 2021: first reporting deadline for all providers on use of PRF funds
- July 31, 2021: final reporting deadline for providers who did not fully expend PRF funds prior to December 31, 2020

Other Information That Will Be Required

Basic organization information:

- Taxpayer Identification Number
- National Provider Identifier (optional)
- Fiscal year end date
- Federal tax classification

Other assistance received in 2020:

- Paycheck Protection Program
- FEMA CARES Act
- CARES Act Testing
- Local/State/Tribal Government assistance
- Business insurance
- Other assistance

Non-financial information:

- Employees (i.e. total, re-hires)
- Patients (i.e. visits, admissions)
- Facility (i.e. staffed beds)

Source:

Secretary, HHS Office of the, and Assistant Secretary for Public Affairs (ASPA). "CARES Act Provider Relief Fund." *HHS.gov*, US Department of Health and Human Services, 29 Sept. 2020, www.hhs.gov/coronavirus/cares-act-provider-relief-fund/index.html.