Available Data Sources

<u>Distance (miles) OR travel time to the nearest primary care provider accepting new Medicaid and uninsured patients</u>

Distance should be measured from the address of the proposed service site to the nearest provider meeting the following criteria:

- Health Center Program (HCP) award recipient and look-alike service sites (including other sites operated by the applicant), NHSC sites, and Rural Health Clinics.

  ◦ UDS Mapper (http://www.udsmapper.org) is the best mapping tool for identifying these providers. Under the "Explore Service Area" tool, scroll to the bottom and check the following: Health Center Service Access Points; NHSC Sites; and Rural Health Clinics. Hover the mouse over each point shown to see the site address.

- Other providers that:

  ◦ Currently accept new Medicaid **and** uninsured patients; and

  ◦ Provide services to uninsured patients on a sliding fee scale, or at no cost; and

  ◦ Provide comprehensive primary care services (whether provided by a physician or other provider within the scope of their license, such as a nurse practitioner).

Use a mapping service, such as Google Maps (https://www.google.com/maps/@?dg=dbrw&newdg=1), for drive times and public transportation times.

If multiple sites are proposed, average the distance from each individual proposed site to the provider nearest to each proposed site.

<u>Percent of Population Uninsured</u>

Use the following process to gather data and calculate this measure:

1. Open the 2014 Estimated Uninsured and Low Income map and data utility (http://jsi.maps.arcgis.com/apps/webappviewer/index.html?id=ca3d7d6ad111418dbae1d5a3a01b06c1). Use the Search box or zoom tools to find the service area of interest. ZCTAs will display once the map is zoomed to a sub-state level.

2. Click any ZCTA to see the Uninsured details. To select multiple ZCTAS, click the "Attribute Table" button in the controls at the bottom of the map (table area may be expanded) and re-zoom the map so that the full service area is visible above the table. Make sure "Filter by Map Extent" is highlighted.

3. You may then select the ZCTAs of interest from the list below, using the <CTRL> key to select multiple areas. Selected ZCTAs will be highlighted on the map.

4. To download the data for selected ZCTAs, click on the Options button and choose "Export Selected to CSV."

5. If multiple ZCTAs are included in the service area you must sum the numerators and denominators separately before dividing to get the percent. Be sure to divide the correct numerator and denominator to get the value for each measure as follows:

% Uninsured = Uninsured Pop / Uninsured Denominator Pop

Number of individuals in the target population for every one full-time equivalent (FTE) primary care physician as a ratio

The data reported should reflect the providers available to the target population to the degree possible. The data source used will vary based on the target population and availability of data:

- If the target population is comprised of the entire population of the service area, use the Primary Care Service Area (PCSA) level data explained below.

- If the target population is a subset of the service area population **AND population-specific HPSA data are available for that target population**, HPSA data can be used to calculate the ratio. This is only possible if the area covered by the HPSA reasonably approximates the service area, and if the population covered by the HPSA is generally equivalent to the target population (i.e., a low income HPSA could be used for a project targeting low income residents, but a linguistic isolation HPSA could not be used for that group). See below for HPSA data instructions.

- If the target population is a subset of the service area population **AND population-specific HPSA data are not available for the target population,** you may conduct a process equivalent to that used for a HPSA designation to obtain the data (see http://bhpr.hrsa.gov/shortage/hpsas/designationcriteria/primarycarehpsacriteria.html). It is not necessary that the data meet the HPSA designation threshold or that the population group comprises 30% of the community. You should check with your state Primary Care Office to see if HPSA designations have been tested for the service area/target population (this may be the case even if a HPSA application was not submitted), or if the necessary provider data is available to support this process. See http://bhpr.hrsa.gov/shortage/hpsas/primarycareoffices.html for PCO contact information.

- If the target population is a subset of the service area population, **AND population-specific HPSA data are not available for the target population, AND following the HPSA process is not possible,** applicants should use the Primary Care Service Area (PCSA) level data.

A. Health Professional Shortage Area (HPSA) Data Instructions

Primary Care HPSAs are areas designated by HRSA, in collaboration with each state's Primary Care Office, as having shortages of primary care physicians, and may be geographic (covering the entire population of an area), population-group specific (typically the low income population), or facility based (comprehensive health center, federally qualified health center, or other public facility serving a designated area).

- HPSA data may be used if the area designated fully encompasses the service area or has substantial overlap with the service area. Facility HPSAs cannot be used, nor can areas designated only in the Mental Health and/or Dental disciplines.

- HPSAs that are designated for low-income or other population group-specific designations may only be used to identify population-to-provider ratio if the target population for the application is the same as that for which the HPSA is designated.

- To see if a HPSA exists covering the area/population you are seeking to serve, you can do a search using the HPSA Find tool or the HPSA layer of the Map Tool as noted in Table 3 above.

  ◦ For the HPSA Find tool, Select the appropriate state and county(ies) and then select the "**Primary Care**" discipline. Then click the "Search" button. Any HPSAs in the specified area will be displayed as a table and will have a specific ID number. Only HPSAs listed as "Geographical Area", "Whole County", or "Population Group" may be used for the purposes of calculating a Population to Provider ratio. Facility HPSAs will also be listed but cannot be

used. The table will show the specific geographic areas covered below each designation. Check that the area designated includes or substantially covers the proposed service area.

- ◦ To see the specific boundaries of the HPSAs in the area, click on the Map Tool link. Expand the Shortage Areas options, and then the Health Professional Shortage Area (HPSA) options. Activate the HPSA – Primary Care option and use the Search box or zoom tools to find the service area of interest. Any HPSAs in the area will be shown in green. The "Identify" tool can be used to show the HPSA IDs. These tools do not show the Population to Provider ratio needed for the data response, however, so an additional step is needed if a suitable HPSA exists. Be sure to record the HPSA ID of the HPSA you plan to use.

- To get the Population to Provider ratio for the HPSA covering your service area, click on the Data Portal link (http://datawarehouse.hrsa.gov/DataPortal/Default.aspx?rpt=H1).

  - ◦ Select the "Health Professional Shortage Areas (HPSAs)" option under Primary Data Set and then click "Choose Indicators".

  - ◦ Under "Additional Data" choose the following 3 indicators: HPSA FTE, HPSA Designation Population, and HPSA Formal Ratio. Click "View Data".

  - ◦ Under Data Portal Results, enter the **HPSA ID** for your area in the filter box at the top of that column and then click the filter icon to the right of the box and select "Equal To". The designation data for the given HPSA ID will be shown.

  - ◦ The ratio for the designation, along with the FTE and HSPA population, will be displayed. If no NHSC/J-1 providers are present, the formal ratio can be used directly.

  - ◦ In order to provide the most accurate scoring, National Health Service Corps (NHSC) and J-1 visa waiver providers should be counted (they are not counted in HPSA designation process or the HPSA Report for Primary Medical Care). Applicants should contact their Primary Care Office (PCO) or Primary Care Association (PCA) for assistance in determining if NHSC and/or J-1 visa waiver providers were present at the time of the most recent HPSA designation renewal. Lists of PCOs and PCAs can be accessed at http://bphc.hrsa.gov/qualityimprovement/supportnetworks/.

    - ▪ If NHSC/J-1 provider FTEs need to be added, the PCO should be able to provide the FTEs (either total or the portion dedicated to serving the population group for the designation).

    - ▪ In the Data Portal Results, find the **HPSA FTE** and the **HPSA Designation Population** columns for the HPSA.

    - ▪ Use the following formula to calculate the Population to Provider ratio: **HPSA Designation Population / (HPSA FTE + NHSC Provider FTE+ J-1 FTE)** Note that if multiple HPSAs are included, sum the population and the FTEs separately before dividing – do not average the individual ratios. The "Export Selected Dataset" option may be used to download the data to Excel.

B. Primary Care Service Area (PCSA) Level Data Instructions

- To identify the PCSA(s) that best approximate your service area, visit the Map Tool (http://datawarehouse.hrsa.gov/Tools/MapTool.aspx) in the HRSA Data Warehouse. Expand the Primary Care Service Areas (PCSAs) options under HRSA Data and check the box to activate the Primary Care Service Areas layer. Use the Search box or zoom tools to find your service area. Use the Base Map and Boundaries options to add administrative boundaries and map images to help orient yourself. The "Identify" tool can be used to show the PCSA IDs. Note that this tool will show a "Ratio of Non-Institutionalized Population to Total Number of Primary Care Providers". However, this is not the Population to Provider ratio needed for the data response. Therefore, an additional step is needed. Be sure to record the PCSA ID of the PCSA you plan to use.

- To get the correct Population to Provider ratio for the PCSA(s) covering your service area, click on the Data Portal link (http://datawarehouse.hrsa.gov/DataPortal/Default.aspx?rpt=H1). Select the "Primary Care Service Areas (PCSAs)" option under Primary Data Set and then click "Choose Indicators". The "**Non-Institutionalized Population**" option will already be checked, but you must also select the "**Primary Care FTE Physicians for MUA or HPSA Purposes**" option under "Additional Data." Click "View Data." Under Data Portal Results, enter the PCSA ID of interest in the filter box at the top of that column and then click the filter icon to the right of the box and select "Equal To". The data for the PCSA of interest will be shown. Again, the ratio shown is not the correct ratio for this purpose. Use the following formula to determine the Population to Provider Ratio: **Non-Institutionalized Population / Primary Care FTE Physicians for MUA or HPSA Purposes**. Note that, if multiple PCSAs are included, sum the population and the FTEs separately before dividing – do not average the individual ratios. The "Export Selected Dataset" option may be used to download the data to Excel.