



# Fiscal Year 2023 Look-Alike (LAL) Renewal of Designation (RD) Technical Assistance Briefing

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**Vision: Healthy Communities, Healthy People**



# Agenda

# AGENDA

- Overview
- Summary of Changes
- Application Timeline
- Access and Deadline Dates
- Application Components and Submission Information
- Designation Information
- Reminders
- Technical Assistance Contacts



# Look-alike RD Overview

Look-Alikes (LALs) expand access to comprehensive, culturally competent, quality primary health care services in compliance with Health Center Program requirements and **maximize access** to health care for medically underserved populations and communities.

- Federal Benefits:
  - 340B Drug Pricing Program
  - FQHC Reimbursement
  - Health Professional Shortage Area Designation
  - Access to National Health Service Corps Providers
  - Vaccines for Children Program
- Renewal of Designation (RD) does **not** confer Federal Tort Claims Act (FTCA) coverage
- Designation period: Up to **3 years**
- Completion and submission of the LAL RD application is **required** to maintain designation



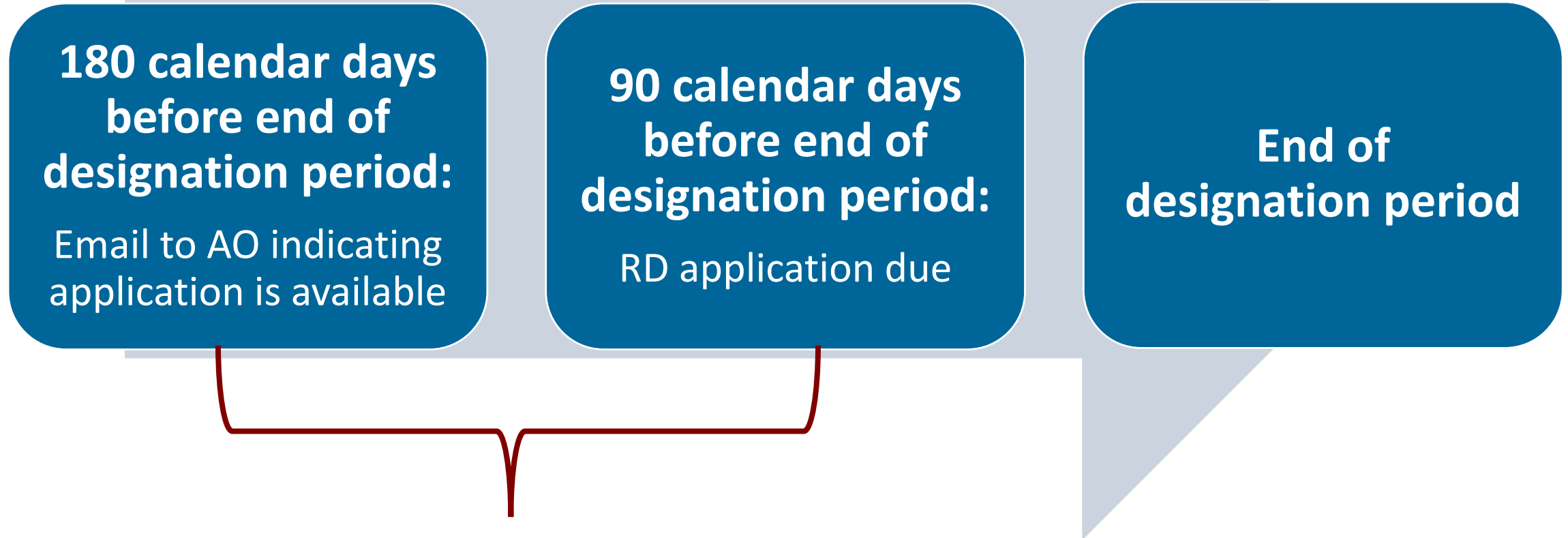
# Summary of Changes

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- HRSA extended designation periods scheduled to end in FY 2022 by 1-year to enable health centers to focus on COVID-19 public health emergency response efforts. These service areas are included in the FY 2023 Renewal of Designation.
- Similarly, HRSA extended designation periods scheduled to end in FY 2023 by 1-year. These service areas will be included in the FY 2024 Renewal of Designation.



# Application Timeline



**Complete and submit application in EHBs**



# Access and Deadline Dates

Designation Period Start Date	HRSA EHBs Access*	HRSA EHBs Deadline* (5:00 PM ET)
January 1, 2023	July 4, 2022	October 2, 2022
February 1, 2023	August 4, 2022	November 2, 2022
March 1, 2023	September 1, 2022	November 30, 2022
April 1, 2023	October 2, 2022	December 31, 2022
May 1, 2023	November 1, 2022	January 30, 2023
June 1, 2023	December 2, 2022	March 2, 2023

**\*EHBs access and deadline dates are auto-generated by EHBs. Please work within these dates and, if needed, request technical assistance prior to the deadline if the deadline falls on a weekend or holiday.**



# Application Components and Submission Information

Submit the following application components in the HRSA EHBs:

Cover Page

Project Abstract

Project Narrative

Budget Narrative

Program Specific Forms

Attachments

Contributes to the 160-page limit



# Compliance Assessment

- [Health Center Program Compliance Manual](#)
- Project Narrative questions, forms, and attachments that will be assessed for determining compliance are noted with a bolded, underlined asterisk (**\***)
- Refer to the Compliance Assessment Guide (located at the [RD technical assistance webpage](#)) for the Compliance Manual chapters and elements that correspond to items with **\***



The screenshot shows the HRSA Health Center Program website. The header includes the HRSA logo and navigation tabs for Program Requirements, Quality Improvement, Program Opportunities, Health Center Data, Federal Tort Claims Act, and About the Health Center Program. The main content area is titled "Health Center Compliance Manual" and features a section for "Health Center Program Compliance Manual introduction" with a download link for the PDF (1.8 MB, last updated August 2018). Below this is a search bar and a table of contents with links to Introduction, Chapter 1: Health Center Program Eligibility, and Chapter 2: Health Center Program Oversight. The "Applicability" section states that the manual applies to all health centers that apply for or receive Federal award funds under the Health Center Program authorized by section 330 of the PHS Act (42 U.S.C. 254b) ("section 330"), as amended (including sections 330(e), (g), (h), and (i)), as well as subrecipient organizations<sup>2</sup> and Health Center Program look-alikes. Look-alikes do not receive Federal funding under section 330 of the PHS Act; however, to receive look-alike designation and associated Federal benefits, look-alikes must meet the Health Center Program requirements.<sup>3</sup> For the purposes of this document, the term "health center" refers to entities that apply for or receive a Federal award under section 330 of the PHS Act (including section 330 (e), (g), (h) and (i)), section 330 subrecipients, and organizations designated as look-alikes.



# Program Specific Forms

Form 1A: General Information  
Worksheet

Form 1C: Documents on File

\*\_Form 2: Staffing Profile

\*\_Form 3: Income Analysis

\*\_Form 3A: Look-Alike Budget  
Information

Form 4: Community Characteristics

Form 5A: Services Provided

Form 5B: Service Sites

Form 5C: Other Activities/Locations (if  
applicable)

\*\_Form 6A: Current Board Member  
Characteristics

\*\_Form 6B: Request for Waiver of Board  
Member Requirements

8: Health Center Agreements

Form 12: Organization Contacts  
Scope Certification Form

\* HRSA will use content, in whole or part, to assess compliance



# Attachments

Attachment 1: Service Area Map & Table

\*Attachment 2: Bylaws

\*Attachment 3: Project Organizational Chart

\*Attachment 4: Position Descriptions for Key Management Staff

Attachment 5: Biographical Sketches for Key Management Staff

\*Attachment 6: Co-Applicant Agreement (as applicable)

Attachment 7: Summary of Contracts & Agreements (as applicable)

\*Attachment 8: Collaboration Documentation

\*Attachment 9: Sliding Fee Discount Schedule(s)

Attachment 10: Budget Narrative

Attachment 11: Other Relevant Documents (as applicable)

\* HRSA will use content, in whole or part, to assess compliance



# Designation Period Length Criteria

- Designation period determined by compliance
- Any conditions related to Health Center Program requirements at the time of designation qualify for a 1-year designation period
  - You will receive a 1-year designation period if you did NOT have consecutive 1-year designation periods in the previous two years
  - You will NOT receive renewal of your designation if you had consecutive 1-year designation periods in the previous two years
- See the Designation Period Length Criteria in Section V of the RD Instructions (Page 24) for details



# Reminders

- ✓ **REMINDER:** For LALs with a multi-year designation period scheduled to end in FY 2022, HRSA extended designation periods by 1-year extension and will submit an Annual Certification (AC) application in FY 2023. Similarly, HRSA extended designations periods scheduled to end in FY 2023 by one year and will be included in the FY 2024 Renewal of Designation
- ✓ RD Application submission is **due 90 days before** the end of current designation period
- ✓ Ensure application submission is complete and responsive
  - RD applications lacking all required documents and information will be considered **incomplete** or **non-responsive**
- ✓ Failure to submit a **timely** and **complete** application may result in **termination of the LAL designation** and all corresponding benefits
- ✓ Technical assistance materials are available on the LAL-RD TA Webpage



# RD Technical Assistance Contacts

Resource	Contact
RD TA Webpage	<a href="https://bphc.hrsa.gov/programopportunities/lookalike/rd/index.html">https://bphc.hrsa.gov/programopportunities/lookalike/rd/index.html</a>
Program Questions	Karen A. Fitzgerald, MPH 301-594-4300 <a href="https://hrsa.force.com/support/s/">https://hrsa.force.com/support/s/</a>
EHBs Questions	Health Center Program Support 877-464-4772 <a href="https://hrsa.force.com/support/s/">https://hrsa.force.com/support/s/</a>



# Thank You!

**Karen Fitzgerald, MPH**

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Bureau of Primary Health Care (BPHC)

Health Resources and Services Administration (HRSA)



<https://www.hrsa.force.com/support/s/>



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