

## Updating Form 5A: Services Provided

This information is a guide for updating Form 5A for required, additional, and specialty services (health center services). The list and tables below outline the the minor changes or adjustments to scope of project that can be made via **Scope Adjustments** (formerly referred to as health center “PO monitored” updates) as well as the significant changes to scope of project that require **Formal Change in Scope (CIS) Requests**.

### Summary of Scope Adjustments:

- ✓ Change of required or additional/specialty services between columns I and II.
- ✓ Change of required services offered via column III-only to column I and/or II.
- ✓ Addition or deletion of additional/specialty service via column III when currently offered via column I and/or II.
- ✓ Complete removal from Form 5A of additional/specialty services currently offered via column III-only.
- ✓ Adding required service to Form 5A currently not offered via any method.

### Summary of Formal CIS Requests:

- ✓ Change of required or additional/specialty services offered via column I and/or II to column III-only.
- ✓ Change of additional/specialty services offered via column III-only to column I and/or II.
- ✓ Addition of new additional/specialty services currently not offered via any method.
- ✓ Complete removal from Form 5A of additional/specialty services currently offered via column I and/or II.

### **FORM 5A: REQUIRED SERVICES**

Change Description	CIS Type
Adding or Deleting Column III when currently offering Column I and/or II	Scope Adjustment
Changing Column I to II <b>OR</b> Column II to I	Scope Adjustment
Changing from Column III-ONLY to include Column I and/or II -Resulting in either (a) Column III <u>and</u> Column I and/or II; or (b) just Column I and/or II	Scope Adjustment
Adding service to Form 5A currently not offered via any method	Scope Adjustment
Changing from Column I and/or II to ONLY Column III	Formal CIS

### **FORM 5A: ADDITIONAL/SPECIALTY SERVICES**

Change Description	CIS Type
Adding or Deleting Column III when currently offering Column I and/or II	Scope Adjustment
Changing Column I to II <b>OR</b> Column II to I	Scope Adjustment
Deleting service offered ONLY via Column III entirely from Form 5A	Scope Adjustment
Changing from Column I and/or II to ONLY Column III	Formal CIS
Changing from Column III-ONLY to include Column I and/or II -Resulting in either (a) Column III <u>and</u> Column I and/or II; or (b) just Column I and/or II	Formal CIS
Adding new service to Form 5A currently not offered via any method	Formal CIS
Deleting services offered only via Column I and/or II entirely from Form 5A	Formal CIS