

The BPHC Newly Funded Health Center Web Guide Resources for New and Existing Grantees

Developed by:

The U.S. Department of Health and Human Services (HHS)
Health Resources and Services Administration (HRSA)
Bureau of Primary Health Care (BPHC)
Office of Training and Technical Assistance Coordination (OTTAC)

The BPHC Newly Funded Health Center Web Guide is a self assessment tool designed to help new BPHC grantees provide high-quality primary health care from the day they open their doors for business. The Guide is a central hub for links to HRSA-approved templates, information pages, and policy documents, and many other resources. The intent of the Web Guide is to help Health Center grantees improve their quality and efficiency, work within Health Center Program Requirements, and access Federal policies, programs and resources intended for the specific needs of Health Centers.

This document is a printable version of a portion of the content available on the Web Guide. It was developed by the BPHC Office of Training and Technical Assistance Coordination and is hosted at:
<http://bphc.hrsa.gov/technicalassistance/index.html>

2. Need

2a. Program Requirement 1: Needs Assessment

Requirement: Health center has a documented assessment of the needs of its target population, and has updated its service area if/when appropriate.

Authority: Section 330(k)(2) and Section 330(k)(3)(J) of the PHS Act)

Questions from review of the Newly Funded Health Center Application and current status:

- Do you have a current written needs assessment and a plan for periodically updating this needs assessment?
- Do you have a clearly defined target population to be served and a service delivery plan that is based on the needs assessment?

Links and Additional Resources:

Your grant application’s [Form 1A](#): “General Information Worksheet” contains information on your proposed target population. This link is for reference purposes only.

BPHC Health Center [Need Policy Page](#).

[Data Resources for Demonstrating Need for Primary Care Services](#): A guide on how to find, extrapolate, and utilize data to make informed decisions and maintain a good understanding of community needs in your service area.

[The UDS Mapper](#): A useful tool for determining service areas, and assessing service area overlap, among other concerns. You will need to sign up for a free account.

HRSA [Geospatial Data Warehouse](#): Information and assistance about HRSA's mapping features and the applications to assist you in creating a map of your neighborhood or potential service area.

Table 1: Needs Assessment Questions

This checklist is intended to help assess whether a grantee’s needs assessment follows recommended practices.

#	Question	Answer
1.	Does the needs assessment encompass all activities that are intended to be in scope? If not, should any request for change be considered?	
2.	When was the last needs assessment completed or updated?	
3.	Was it reviewed and approved by the Board? If yes, when?	
4.	What priority needs have been identified?	
5.	What action has been taken to address them?	
6.	Is there a plan for the grantee to update their service area based on more recent data? If not, is this recommended?	