Session Overview

- What is a Scope of Project?
- How does a health center change the Scope of Project?

Q. Have you ever been involved a CIS request at your health center?
What is Scope of Project?

Defines the activities that the project budget supports.

- Service Sites
- Services
- Providers
- Service Areas
- Target Populations
Why is Scope of Project Important?

• Defines the services, sites, providers, target population, and service area for which grant funds have been approved.

• Scope of project is connected to:
  – FTCA program (medical malpractice)
  – 340B Drug Pricing Program
  – State Medicaid payment rates (PPS/APM)
  – FQHC Medicare all-inclusive rate
CIS Considerations/Criteria

- No additional 330 funding needed
- Does not shift resources away from required services
- Furthers health center mission
- Fully consistent with Health Center Program policies
- Provides for appropriate credentialing and privileging of providers
- Continues to serve MUA/MUP

- Does not result in diminution of the current total level of service or quality
- Has Board approval
- Does not significantly affect neighboring health centers
- Occurs in a setting of stable staff, financial position and operations consistent with program requirements
## Approval Levels for Change in Scope Requests

<table>
<thead>
<tr>
<th>No HRSA Approval or Update Needed</th>
<th>Self-update to Scope of Project</th>
<th>Formal Request to Change Scope of Project</th>
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</thead>
<tbody>
<tr>
<td>Example:</td>
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<tr>
<td>• Change providers</td>
<td>• Change hours of operation</td>
<td>• Add a new service</td>
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<tr>
<td>• Add a service (that is already in scope) to an existing site</td>
<td>• Change the number of intermittent sites</td>
<td>• Delete a service</td>
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</table>
Formal CIS Requests to Add New Services

1. Know your scope of project – be familiar with what is on your Form 5A
2. Determine whether a formal CIS is appropriate (per criteria on slide 6- including cost analysis)
3. Determine the type of service
   - Required
   - Additional
   - Specialty
4. Determine service delivery method
   - By the Health Center directly
   - By others through formal arrangements
5. Consult with your Project Officer
6. Submit a CIS request (if necessary)
<table>
<thead>
<tr>
<th>Clinical Services: Service Type</th>
<th>Service provided directly by applicant</th>
<th>Service provided by formal written contract/agreement (Applicant pays for service)</th>
<th>Service provided by formal written referral arrangement/agreement (Applicant DOES NOT pay)</th>
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<tbody>
<tr>
<td>General Primary Medical Care</td>
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<td>Diagnostic Laboratory</td>
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<td>Diagnostic X-Ray</td>
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<td>Screenings - Cancer</td>
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<td>Screenings - Communicable Diseases</td>
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<td>Screenings - Cholesterol</td>
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<td>Screenings - Blood Lead Test for Elevated Blood Lead Level</td>
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<td>Screenings - Pediatric Vision, Hearing, and Dental</td>
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<td>Emergency Medical Services</td>
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<td>Voluntary Family Planning</td>
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<td>Immunizations</td>
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<td>Well Child Services</td>
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<td>Gynecological Care</td>
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<td>Obstetrical Care</td>
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<td>Prenatal and Perinatal Services</td>
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<td>Preventive Dental</td>
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<td>Referral to Behavioral Health¹</td>
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<td>Urgent Medical Care</td>
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<td>Dental Services - Restorative</td>
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<td>Dental Services - Emergency</td>
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<td>Behavioral Health - Treatment/Counseling</td>
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<td>Behavioral Health - Developmental Screening</td>
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<td>Behavioral Health - 24-Hour Crisis</td>
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<td>Substance Abuse Services</td>
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<td>Comprehensive Eye Exams and Vision Services</td>
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<td>Recuperative Care</td>
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<td>Environmental Health Services</td>
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<td>Occupational Health - Screening for Infectious Diseases²</td>
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<td>Occupational Health - Injury Prevention Programs²</td>
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<td>Occupational Therapy</td>
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<td>Physical Therapy</td>
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</table>
1. By Health Center Directly (HC Pays)
   e.g. Patient seen by health center employee at health center site

2. By Contract (HC Pays)
   e.g. Patient seen by an independent ophthalmologist that is contracted by the health center to see health center patients at a non-health center site

3. By Formal Referral (HC does not pay)
   e.g. Patient referred by health center to a community mental health center with its own funding, insurance, or other payment sources. (Patients still offered sliding fee scale if uninsured)
CIS Request Process

**Health Center Responsibilities**
- CIS Need Assessed & Determined Appropriate; HC discusses with PO
- Board Approval Obtained
- CIS Request Submitted to HRSA

**HRSA Responsibilities**
- CIS Reviewed by BPHC
- CIS Reviewed by HRSA Grants Mgt.
- Notice of Award or Email Notification Sent to Health Center
A Case Study: CMO's Role in the CIS Request Process
ACME Health Center

• Sites in Scope: 4 (2 CHCs, 1 HCH, 1 SBHC)
• Current Clinical Services in Scope: Family Medicine, Pediatrics, Internal Medicine, Ob/Gyn, Dental, Substance Abuse
• Employees: 125 (14 PCPs, 1 Ob/Gyn, 3 Dentists, 1 PsyD, 1 Lic. Counselor)
• Patients:
  – 16,000: <200% FPL (93%), R/E Minority (62%), Homeless (1,255)
  – HTN (25%), DM (14%), Obesity (32%), Tobacco (28%), Asthma/COPD (4%), Depression (24%)
CIS Specialty Service Request to Add Cardiology Services

- **Need**: High burden of cardiovascular disease. Long wait times for referral consultations.
- **Service**: General cardiology services. No invasive procedures that require special equipment and staff (e.g. Cath/EP/TEE/Stress echo).
- **Location**: At existing site already in scope
Summary

- Scope of project definition
- CIS considerations/criteria
- Importance of scope of project
- Types of CIS requests
- CIS request process
Thank you!

Seiji Hayashi, MD, MPH
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**HHS Regions:** [http://www.hhs.gov/about/regionmap.html](http://www.hhs.gov/about/regionmap.html)