PRF Reporting Technical Assistance Session
‘Last Chance’ Q&A

March 22, 2022

Provider Relief Bureau (PRB)

Vision: Healthy Communities, Healthy People
Reporting Period 2 (RP2) Dates and Details

1. Reporting Period 2 ends on March 31, 2022 at 11:59pm ET

2. Providers are required to report on the use of funds during RP2 if you received and retained one or more payments exceeding $10,000 in total from July 1, 2020 to December 31, 2020 (Payment Received Period 2)

3. All expenses must have been incurred by December 31, 2021.

4. Unused funds must be returned to HRSA within 30 calendar days after the end of the applicable reporting period

5. Providers who do not submit a completed report are deemed out of compliance and will be required to return all funds to HRSA that were not reported on during the reporting period.
General Reporting

- PRF Reporting and Auditing Webpage
- PRF Reporting Resources Webpage
- PRF Reporting Resource Guide
- Reporting Frequently Asked Questions
- What’s New In RP2 Fact Sheet
- June 11 Notice of Reporting Requirements

Previously recorded RP2 technical assistance webcasts:
- Reporting Introduction: New Reporting Entities  (January 12, 2022)
- Reporting Period 2 Introduction: Returning Reporters  (January 13, 2022)

Provider Support Line: (866) 569-3522, for TTY dial 711, 8 AM to 10 PM CT, Monday thru Friday

https://prfreporting.hrsa.gov
Nursing Home Infection Control

- Nursing Home Infection Control Reporting Webcast (February 17, 2022)
- Nursing Home Infection Control Webpage

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Allowable Expenses and Use of Funds

- Allowable Expenses Webpage
- Allowable Expenses Fact Sheet
- Primary Care Providers Allowable Expenses Fact Sheet
- Personnel Recruitment and Retention Fact Sheet
- Use of Funds FAQS

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Ownership Changes

- Ownership Changes Fact Sheet
- PRF Parent Subsidiary Reporting Fact Sheet

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Personnel, Patient, and Facility Metrics

- 3 Tables will capture different metrics, but all data fields are required.
- If the value for a cell is zero, enter “0.”
- Values should be considered as of the quarter end date.
- Definitions are provided in the Reporting Portal User Guide and FAQs.
Reporting Portal, Data, and Documentation

- Portal Resources
  - Portal FAQs (PDF)
  - Registration User Guide (PDF)
  - Reporting User Guide (PDF)
  - Portal Worksheets (Excel)
  - PRF Financial Summary (Excel)

- Patient Metrics Fact Sheet

- Non Financial Data FAQs

- Supporting Data FAQs

A complete walkthrough and demo of the PRF Reporting Portal can be found in these previously recorded webcasts:

- New Reporting Entities | Download the slides (January 12, 2022)
- Returning Reporters | Download the slides (January 13, 2022)
Lost Revenues

- Lost Revenues Guide - Reporting Period 2
- Lost Revenues FAQ’s

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Reporting Compliance and Returning Funds

- Reporting Non-Compliance Fact Sheet
- Returning Funds Webpage (NEW)
- Returning Funds Fact Sheet

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