Rural Health Network Development Planning Program (Network Planning Program)

Rural Partnership Development Meeting

Health Resources and Services Administration (HRSA)
Federal Office of Rural Health Policy (FORHP)
Community-Based Division (CBD)

January 14th – 16th, 2020
Fiscal Year (FY) 2019-2020
Rural Health Network Development Planning Program Cohort

Welcome to the Partnership Meeting!
<table>
<thead>
<tr>
<th>Time</th>
<th>Session Title</th>
<th>Description</th>
<th>Presenter/Facilitator</th>
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</thead>
<tbody>
<tr>
<td>9:00 AM</td>
<td>Welcome</td>
<td>Welcome from the RHND Planning Program Coordinator</td>
<td>Jillian Causey, MHA Public Health Analyst FORPH</td>
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<tr>
<td></td>
<td>Accomplishments and Challenges</td>
<td>In small groups, grantees share their accomplishments and address challenges with others working in a similar focus area</td>
<td>Catherine R. Liemohn, B.S.PH., M.P.P., President CRL Consulting</td>
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<td></td>
<td>Updates from the RHND Program Coordinator</td>
<td>Updates to the RHND program deliverables and upcoming competitive funding opportunity announcements</td>
<td>Jillian Causey, MHA Public Health Analyst FORPH</td>
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<tr>
<td>11:00 AM</td>
<td>Break</td>
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<tr>
<td>11:15 AM</td>
<td>What have you done? Where have you been?</td>
<td>Grantees participate in a fun exercise to learn more about each other</td>
<td>Karen Wakeford, M.P.A. TA Coach, CRL Consulting</td>
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<td>Partner Engagement</td>
<td>RHND grantees share their successes in engaging partners in their Network activities</td>
<td>Eric Baumgartner, M.D. M.P.H., TA Coach CRL Consulting</td>
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<td></td>
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<td>• Lyle Kennedy, RN, Network Director, Northeast Arkansas Opioid Coalition 1st Choice Healthcare, AR</td>
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<td>• Cristina Gair, Executive Director West Mountain Regional Health Alliance Mountain Family Health Centers, CO</td>
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<td>• Richard Wittberg, Ph.D. Washington County Health Commissioner Hopewell Health Centers, OH</td>
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<td></td>
<td>The Process of Strategic Planning</td>
<td>A review of how the Network Planning deliverables align with the strategic planning process and template.</td>
<td>Beverly A. Tyler, B.A. TA Coach, CRL Consulting</td>
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<tr>
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<td>Reflections and Evaluation</td>
<td>Grantees offer insights gained from the session and complete evaluations</td>
<td>Catherine R. Liemohn, B.S.PH., M.P.P., President CRL Consulting</td>
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<tr>
<td>1:00 PM</td>
<td>Adjourn</td>
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A Few Notes

I. Leave with at least one email
II. Thank you to CRL Consulting
IV. Please meet your project officer
Project Coordinator Updates
Your team is here for you!

Network Planning Team

HRSA FORHP Program Coordinator (PC)
Jillian Causey

HRSA FORHP Project Officers (PO)
Sara Afayee
Alexa Ofori

HRSA Grants Management Specialist (GMS)
Kelichia Wellons
Benoit (Ben) Mirindi
Adejumoke (Busola) Oladele
Ann Maples

CRL Consulting (TA Provider/Contractor)
Catherine Liemohn
Eric Baumgartner
Beverly Tyler
Karen Wakeford
# How Do the Roles of the Network Planning Program Team Work?

<table>
<thead>
<tr>
<th>Role</th>
<th>Responsibilities</th>
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<tbody>
<tr>
<td>Grant Recipient</td>
<td>• Responsible for achieving project goals and activities</td>
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<td>• Ensure programmatic and grant compliance</td>
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<td>• Manage federal funds</td>
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<tr>
<td>Program Coordinator (PC)</td>
<td>• Responsible for overall coordination of FORHP Network Planning Program grant administration.</td>
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<td>• Works with grantees, GMS, PO team and TA teams.</td>
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<tr>
<td>Project Officer (PO)</td>
<td>• Responsible for monitoring grantee’s project/progress</td>
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<td>• Primary HRSA program of point of contact</td>
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<td>• Assist with programmatic issues</td>
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<tr>
<td>Grants Management Specialist (GMS)</td>
<td>• Business management and financial point of contact</td>
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<td>• Assists grantees with budgetary or financial related to your grant</td>
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<td>• Works as team with POs and PC</td>
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<tr>
<td>Technical Assistance (TA) Provider</td>
<td>• CRL Consulting - Each grantee will have an assigned TA Provider point of contact that works with your PO and PC. This is offered through an FORHP contract to the grantees, at no additional cost to the grantee.</td>
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Health Resources and Services Administration & Federal Office of Rural Health Policy Overview

(HRSA/FORHP)
• This program is authorized by Section 330A(f) of the Public Health Service Act, 42 U.S.C. 254c(f), as amended, to expand delivery of health care services in rural areas through the planning of integrated health care networks in rural areas.
Federal Office of Rural Health Policy
U.S. Department of Health and Human Services

- 330a of Public Health Service Act (PHS)
  - Rural Health Outreach Services
  - Rural Health Network Development
  - **Rural Network Development Planning**
  - Small Healthcare Provider Quality Improvement
  - Delta States Network
  - Rural Network Allied Health Training
  - Rural Health Care Coordination Network Partnership
  - Rural Benefits Counseling
- Black Lung Clinics Program & Black Lung Center of Excellence
- Radiation Exposure Screening Education

Community Based Programs

Community Need
2019 Program Overview & Updates

Rural Health Network Development Planning Program
Network Planning Program

Purpose

With a Purpose to...

assist in the development of an integrated health care network, specifically for entities that do not have a history of formal collaborative efforts.

The program will support 1 year of planning with the primary goal of helping networks **create a foundation** for their infrastructure and focusing member efforts to address important regional or local community health needs.
Network Planning Program

Objectives

Through a Program **Objectives** which aims to...

(i) achieve efficiencies;

(ii) expand access to, coordinate, and improve the quality of essential health care services; and

(iii) strengthen the rural health care system as a whole.

HRSA-18-034 Funding Opportunity Announcement, pg.1
Where We Are Going...
What’s New for the Network Planning Program for 2019?

2019

• **Focus Area(s)**
  * The intent of the Network Planning program is to allow applicants the flexibility to determine their unique community needs and focus area(s), based on historical health care context, expertise, and relevant data sources in the community.
  * Furthermore, the program creates an opportunity to address the clinical priorities of **mental health, substance abuse/opioid** (particularly Opioid Use Disorder).
Network Planning Overview

- 25 Awardees
- 16 States
Network Planning Overview
Fiscal Year 2019

Primary Focus Areas:

- Network Organization/Infrastructure Development – 8
- Mental Illness/ Mental Health Services – 4
- Behavioral Health (Both Mental Illness and Substance Abuse) – 3
- Increase Health System Efficiencies – 3
- Substance Abuse/ Addiction – Opioid – 1
- Integrated Health Services – 1
- Care Coordination – 1
- School Based Health Services – 1
- Population Health/ Social Determinants of Health – 1
- Reimbursement for Health Services – 1
- Palliative Care – 1
Network Planning Overview
Fiscal Year 2019

Secondary Focus Areas:

• Workforce Development
• Telehealth/Telepsychology
• Substance Abuse/ Addiction – Other than Opioid
• Health Education
• Obesity – Childhood
• Transportation
• Care Transitions
• Chronic Disease Management – Diabetes
• Chronic Disease Management – Other than Diabetes
• Integrated Health Services
Program Requirements

Network Planning Program
Cycle of Planning Activities

2019 RURAL HEALTH NETWORK DEVELOPMENT PLANNING GRANTEES

CYCLE OF PLANNING ACTIVITIES

**Quarter 1**
- **July** | **Aug** | **Sept 2019**
- **Setting the Stage**
  - Establish Grant Procedures and Processes
  - Review/confirm Network Structure and Activities
  - Orient to Sustainable Network Model

**Quarter 2**
- **Oct** | **Nov** | **Dec 2019**
- **Strengthening Your Organization**
  - Focus on Strengthening Network Infrastructure
  - Prepare for Program Development
  - Build Network “Core”

**Quarter 3**
- **Jan** | **Feb** | **Mar 2020**
- **Acting as a Network**
  - Practice Adaptive Approaches
  - Engage in Early Program Action
  - Prepare for Strategic Planning

**Quarter 4**
- **Apr** | **May** | **June 2020**
- **Institutionalizing Your Practice**
  - Develop Strategic Plan
  - Advance Early Program Action
  - Obtain Commitments for Sustaining Your Network

**Post-Grant**
- **July** | **August** | **Sept 2020**
- **Becoming an Established Network**
  - Complete Performance Improvement Measures
  - Submit Final Programmatic Report
  - Continue Sustainable Network Practices

CRL Consulting
<table>
<thead>
<tr>
<th>Month</th>
<th>2019-2020 DELIVERABLES SCHEDULE</th>
</tr>
</thead>
</table>
| August | Deliverable: Grantee Directory  
A compilation of 2019 grantees to serve as a reference guide  
Template: Grantee Directory Template  
Preview: Template with instructions available July 31, 2019  
Submit To: TA Coach via email by August 23, 2019 |
| February | Deliverable: External Environmental Scan  
A scan of trends that impact the relevance and sustainability of your Network.  
Partner Engagement: Provide data, personal knowledge and experiences  
Meet to engage in scenario building  
Template: External Environmental Scan Template  
Preview: External Environmental Scan Template with instructional video November 12, 2019  
Submit To: Your TA Coach via email by February 14, 2020 |
| March | Deliverable: Network Statement  
A short narrative that describes the underlying reasons for, and aspirations of, your network.  
Partner Engagement: Reach consensus on Network Statement  
Template: Make A Statement Tip Sheet  
Preview: Make A Statement web blast January 15, 2020  
Submit To: Your TA Coach via email by March 13, 2020  
Submit To: Your TA Coach via email by March 13, 2020 |
| April | Deliverable: Strategic Plan  
A compilation of the strategic choices that will guide your work, including your Network Statement and summaries of the External Environmental Scan and organizational assessment.  
Partner Engagement: Meet to gain understanding on goals and objectives  
Template: Strategic Plan Template with instructions  
Preview: Strategic Plan Template with instructions January 14, 2020  
Submit To: Electronic Handbook (EHB) by April 17, 2020  
Submit To: Electronic Handbook (EHB) by April 17, 2020 |
| May | Deliverable: Performance Improvement Measurement System (PIMS) Report  
An electronic submission that captures quantitative outcomes of your Network Planning Grant.  
Template: PIMS Report Template  
Preview: PIMS Report Template with instructions March 10, 2020  
Submit To: TA Coach via email by May 15, 2020 |
| June | Deliverable: Final Programmatic Report  
A narrative that captures grantee responses about the results of their grant funding, sustainability efforts and recommendations to FORHP  
Template: Final Programmatic Report Template  
Preview: Final Programmatic Report Template with instructions  
Submit To: Electronic Handbook (EHB) by May 15, 2020  
Submit To: Electronic Handbook (EHB) by May 15, 2020 |
Performance Improvement Measurement System (PIMS)

- All grantees are required to report to PIMS at the end of each budget period (within 30 days of the project period end date)

- PIMS Measures document will be sent out closer to the date

- PIMS reporting is completed on a PIMS form in the EHB

- PIMS reporting is available in the EHB system to complete 30 days prior to the reporting deadline

- Technical Assistance, support & more information will be provided

PIMS REPORTING IS AVAILABLE JULY 1 – JULY 31, 2020
# Federal Financial Report (FFR)
## Reporting Requirements

<table>
<thead>
<tr>
<th>Who needs to complete/submit</th>
<th>Financial Reporting Authority (FRA)</th>
<th>Financial Reporting Authority (FRA)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Complete sections:</td>
<td>Questions 10d to 10o (bottom portion)</td>
<td>Questions 10a to 10c</td>
</tr>
</tbody>
</table>
| Method of Submission        | Submitted through the HRSA Electronic Handbook (EHB) | • Submitted through PMS
  • For more information, please visit: [http://www.dpm.psc.gov](http://www.dpm.psc.gov) |
| Frequency                   | Annually                          | Quarterly                         |
| Due Date(s)                 | See NOA (original) Budget Period ends May – July: FFR due October 30, 2020 | See [http://www.dpm.psc.gov](http://www.dpm.psc.gov) |
| Need help?                  | Contact your GMS                  | Contact your PMS representative   |

• Quick Reference:

• How to Submit:
What is a No Cost Extensions (NCE) or an Extension Without Funds?

• A recipient may perform a one time no cost extension of the budget and project period end dates up to 12 months.

• No additional funds will be awarded for an extension.

• If the extension is approved, HRSA will issue a revised Notice of Award (NOA). All terms and conditions of the award apply during the extended period.

• No additional funds are required to be obligated by the awarding agency, there will be no change to the project scope or objectives.

• One of the following **must** apply:
  • Additional time beyond the established expiration date is required
  • Continuity of Federal award support is required while a competing continuation application is under review
  • The extension is necessary to complete the original approved aims of the project.

• “The OPDIV will not approve any extension request if the primary purpose of the proposed extension is to permit the use of unobligated balances of funds.”
  • (Taken from: [https://www.hrsa.gov/sites/default/files/grants/hhsgrantspolicy.pdf](https://www.hrsa.gov/sites/default/files/grants/hhsgrantspolicy.pdf))
Rural Health Information (RHI) Hub

**Toolkits**— including Aging in Place, Care Coordination, Community Health Worker, Diabetes Prevention, Health Promotion, Mental Health, HIV/AIDS Prevention and Treatment, Food Access, Health Networks and Coalitions, Oral Health, Services Integration (many more)

- [https://www.ruralhealthinfo.org/toolkits](https://www.ruralhealthinfo.org/toolkits)

**Rural Funding**— including what’s new in funding in the last 30 days

- [https://www.ruralhealthinfo.org/funding](https://www.ruralhealthinfo.org/funding)

**Free Technical Assistance**— Need help finding information? RHIIhub can provide free assistance customized to your needs

- 1-800-270-1898
  - [info@ruralhealthinfo.org](mailto:info@ruralhealthinfo.org)
Telehealth Resource Centers (TRCs) have been established to provide assistance, education and information to organizations and individuals who are actively providing or interested in providing health care at a distance.

- The assistance is generally free of charge.
- [https://www.telehealthresourcecenter.org/who-your-trc/](https://www.telehealthresourcecenter.org/who-your-trc/)

**Fact Sheets on Telehealth**— including ‘What is Telehealth,’ ‘15 Key Steps for Creating a Business Proposal to Implement Telemedicine,’ ‘Telehealth 101’ ‘HIPAA and Telehealth,’ ‘Funding Sources for Telehealth,’ ‘Telehealth Reimbursement,’ ‘mHealth & the FDA’

- [https://www.telehealthresourcecenter.org/fact-sheets/](https://www.telehealthresourcecenter.org/fact-sheets/)
The Rural Health Research Gateway provides easy and timely access to research conducted by the Rural Health Research Centers, funded by FORHP/HRSA

Browse the full list of research products completed by the Rural Health Research Centers. Freely accessible products include:

- Policy briefs
- Fact sheets
- Full reports
- Chartbooks
- Interactive data websites
- Presentation slides

[https://www.ruralhealthresearch.org](https://www.ruralhealthresearch.org)
Acknowledging HRSA Funds

• As a health and achieve health equity through access to quality services, a skilled health workforce and innovative programs.

• It is a requirement and the responsibility of grant and cooperative agreement recipients to acknowledge HRSA when describing projects or programs funded in whole or in part with HRSA funds.

• This can include: toolkits, resource guides, websites, visual presentations, press releases and other public statements

• https://www.hrsa.gov/grants/manage/acknowledge-hrsa-funding
Listservs to Join

• Rural Monitor (RHI Hub)
• Rural Health Research Gateway Alerts- [https://www.ruralhealthresearch.org/alerts](https://www.ruralhealthresearch.org/alerts)
• FORHP Weekly Announcements