

**Iowa Department of Public Health
Division of Health Promotion & Chronic Disease Prevention
PRIMECARRE State Loan Repayment Program
Request For Proposal # 58814008**

**Round 1: Written Questions and Responses for questions submitted through
September 11, 2013**

Posted September 18, 2013

Q1. Several of our rural hospital clients have asked whether it disqualifies a physician from receiving PrimeCare funding if the physician's employment agreement specifies that loan repayment assistance will be available through the hospital if they are unsuccessful in getting PrimeCare funds. The question is, whether PrimeCare automatically disqualifies these physicians from consideration because they would have employer funds available to them if they are unsuccessful. .

A1. Refer to 1.03 Eligibility Requirements, page 8. According to federal requirements, individuals selected by the state to receive PRIMECARRE funds must not have an outstanding contractual obligation for health professional service to the federal or state government or other entity. As long as there is no service obligation, (e.g. employer requires that incentive/bonus be paid back if provider leaves in a certain amount of time), an employer incentive/ bonus in the employment agreement/contract would not preclude an applicant from applying for PRIMECARRE.

Q2. I have a question regarding the eligibility requirements for the PRIMECARRE loan repayment program. If you are currently receiving funding from the National Health Service Corp Loan Repayment Program do you also qualify for this program? My NHSC LRP commitment won't end until 2015. However my loans exceed the amount of funding I am receiving from the NHSC.

A2. You would not be eligible for PRIMECARRE loan repayment at this time due to your NHSC commitment. Refer to 1.03 Eligibility Requirements, page 8. **An applicant may not have any other outstanding contractual obligation** for health professional service to the Federal Government (e.g., an active military obligation, an NHSC Scholarship Program obligation or a Nursing Education Loan Repayment Program obligation) or a State (e.g., a State Loan Repayment Program (SLRP) obligation) or other entity (e.g., a recruitment or sign-on bonus that obligates you to remain employed at a certain site), unless the obligation would be completed prior to receipt of the PRIMECARRE State Loan Repayment award.

Q3. I have read through the regulations for the proposal requirements for PRIMECARRE. I do have one question. Are the written essay questions due September 11th or is "written questions" pertaining to something else as the requirements also state that the proposal must be submitted as a whole. I want to be sure I do not miss any deadlines. Thank you!

A3. The Essay questions are not due September 11th. Written Questions and Responses as outlined in Section 1.05 Schedule of Events pertains to questions about

any terms or conditions of the RFP document. If an applicant does not have any questions about the terms or conditions outlined in the RFP, they do not have to submit any questions to IDPH for Round 1 or Final Round of questions in the Schedule of Events table.

The Essay Questions responses are responses prepared by the applicant and must be included in the applicant's proposal/application, due with the entire application packet by the deadline outlined in the RFP.

Q4. Another question I have is in regards to Attachment F. When I send my birth certificate it will have my maiden name on it. Do I need to send a copy of my marriage certificate?

A4. If a birth certificate is being used to provide proof of citizenship, and it has a name that does not match your current name, you may provide a secondary proof of identity such as your marriage license indicating your maiden name.

Q5. I have just a few questions.

1) Attachment B, page 5: When listing the clinical practice would you prefer to have the full address of the clinic or would the city and state be sufficient?

A5.1. The full legal name of the clinic and complete U.S. postal address is required.

2) Attachment B, page 6: I just wanted to clarify. Do undergraduate loans qualify?

A5.2. Refer to 1.03 Eligibility Requirements, page 7. Qualifying education loans are government and commercial loans for actual costs paid for tuition and reasonable educational and living expenses related to the **undergraduate or graduate education** of the participant **leading to a degree in the health profession** in which the participant will satisfy his or her PRIMECARRE Loan Repayment Program service commitment.

3) Attachment B, page 3, question 3: I have a contract with the CHC in West Burlington until 2015. Does this qualify as a contractual obligation for health professional service?

A5.3. Refer to 1.03 Eligibility Requirements, page 8. It does if there is a service obligation in return for some form of compensation or penalty to you.. For example, if the contract provides for an obligation of you to stay at the site and provide services in return for some form of loan repayment, bonus or other compensation (other than 'regular pay'); or requires you to 'pay back' a bonus or other compensation for leaving prior to a certain time. All obligated terms of service must be concluded before you can be eligible through this RFP.

Q6. Just a quick question on the eligibility requirements. I did receive a \$2000 sign on bonus when I began my job in July. It is my hospital's standard sign on for mid-level. There is also a \$1000 a year for 3 year retention bonus that is paid out \$250/quarterly. I would receive this over the next 3 years. However, I am under no contractual obligation to stay there, ie I could quit tomorrow and not be obligated to pay it back. I spoke with our HR director and showed her the Primecarre application. She thought this was okay, and she

was going to write a letter to this effect. Just wanting to make sure this would not disqualify me in some way.

A 6. If there is no service obligation in repayment for a bonus or other remuneration in your contract then you are eligible. Refer to 1.03 Eligibility Requirements, page 8. Certain bonus clauses in employment contracts may impose a service obligation. As long as there is no service obligation, (e.g. employer requires that incentive/bonus be paid back if provider leaves in a certain amount of time), an employer incentive/ bonus would not preclude you from applying for PRIMECARRE.

Q7. Loans – pg 8 in the instructions : It is required to have a copy of the original loan documentation. Does the student data form the National Student Loan Data System constitute this? It lists all loans I received and the amounts on each semester. Sallie Mae has taken over my loans. Do I need to include anything form them?

A7. Yes, the National Student Loan Data System report should be used for documentation. It must contain the required elements including the provider verification of lender name, Servicer Name (for Department of Education loans, address, loan account number, original loan amount and current outstanding loan balance). Also see page 24 of the request for proposal for detail on what is needed for the documentation of loan balances. If you have consolidated loans or refinanced loans, you must provide a copy of the original loan documentation to establish the educational purpose and contemporaneous nature of such loans. You must print and submit each loan.

Q8. Proof of school attendance – pg 24 in the instructions: So we can have the school send us an **official** transcript, which we can then **open** and photocopy?

A8. Yes, official transcripts may be obtained and photocopies made per the instructions on page 24 of the request for proposal. Also refer to pages 11 and 21 of the RFP discussing the requirement to submit 5 copies of your entire application.

Q9. Employment agreement – pg 25 in the instructions: The fourth bullet in this section states that the name of the authorized representative of the practice site is required. On my contract – their signatures are at the end of the contract. Does it need to be stated somewhere else?

A9. No, as long as the name of the authorized representative is typed in the signature line and signed, it meets the criteria for the employment agreement.

Q10. Practice site on Attachment B – I will be working at a satellite office for Peoples Clinic in Waterloo. On this app should I put that I will be at the Butler County People's Clinic office, or do I list Waterloo as my site? I am aware that site scores go according to the main office.

A10. You must list the site where you will provide services. The PRIMECARRE recipient must work in a site that is located within a Health Professional Shortage Area. The department will accept an application with an employer located in a non-HPSA if the work is performed in a satellite clinic or location that is designated as a HPSA. Refer to RFP Section 1.03 Eligibility Requirements (page 6).

Q11. Also – for my site score for People’s Clinic is 8, but Black Hawk County is 11 – which am I allowed to use?

A11 You must list the site where you will provide services. If you will be working in more than one site you will need to specify how many hours you will be scheduled to work in each site.

Q12. Loan balance – Attachment B pg 5 : All my loans are now owned by Sallie Mae. Do I only put one Sallie Mae account with the one balance in this section?

A12. No, each loan must be verified. Please see answer to Question 7 above.

Q13. Attachment E- Minority Impact: I am not understanding what this is asking me. I assume this is a generic form for a lot of your funding opportunities. Shall I document what populations I will be seeing? Peoples Clinic in Waterloo sees a very different clientele than I will in Butler County.

A13. Yes, you must document which populations you will be seeing. You may respond once for all sites.