



L.A. Care



## Elevating *The Safety Net*

*An L.A. Care Health Plan Initiative to  
Strengthen the Provider Safety Net in L.A. County*

# Provider Recruitment Program (PRP) Overview and Instructions for Prospective Applicants

Updated October 2024

Note: This document supersedes all previous RFAs and FAQs.



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## I. ABOUT L. A. CARE HEALTH PLAN

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L.A. Care Health Plan (Local Initiative Health Authority of Los Angeles County) is a public entity and community-accountable health plan serving residents of Los Angeles County through a variety of programs including L.A. Care Covered™, Medi-Cal, and L.A. Care Cal MediConnect Plan. L.A. Care is a leader in developing new programs and innovative partnerships designed to provide health coverage to vulnerable populations and to support the safety net. With more than 2.3 million members, L.A. Care is the nation's largest publicly operated health plan.

For more information, please visit <http://www.lacare.org/about-us/about-la-care/grantmaking>

## II. PROGRAM OVERVIEW

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Operating under L.A. Care Health Plan's Elevating the Safety Net Initiative, the purpose of the Provider Recruitment Program (PRP) is to increase health care access for low-income populations in Los Angeles County by providing grant funds to attract primary care providers that are new to L.A. Care's Medi-Cal network. The program is open to entities contracted with L.A. Care, including independent private practices. The program is designed to recruit five (5) types of disciplines practicing in primary care settings, including: (1) *pediatricians*, (2) *OB/GYNs*, (3) *family* and (4) *internal medicine physicians*, and (5) *psychiatrists*<sup>1</sup>.

A 2017 study by the University of California San Francisco (UCSF) Healthforce Center found that California will need almost 9,000 additional primary care clinicians by 2030 to meet demand, and about 40% of those needed are in Los Angeles, Orange, and Inland Empire regions. During that same period, it's projected the number of psychiatrists in the state will decline by approximately 40%. For medical providers that serve a growing Medi-Cal population, this gap could be even more acute because safety net providers have fewer resources to recruit physicians or psychiatrists.

PRP grant opportunities are only available to entities that contract with L.A. Care. Contracted entities (applicants) may request up to \$125,000 per provider. Funds can be used for salary and employee benefits subsidies, sign-on bonuses, and/or relocation costs. At least 50% of the funds must be used for salary and benefits subsidies. Applicants may request funds for up to three (3) providers across all application processes during L.A. Care's fiscal year, which starts October 1 and ends September 30 of the following year.

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<sup>1</sup> Eligible providers must be an employee of the contracted entity in L.A. Care's Medi-Cal network and must be practicing in a primary care setting.

There are two ways to apply for PRP grants: (1) Scheduled Cycle Grants and (2) Rolling Deadline Grants. This document describes the basic eligibility criteria and expectations for both PRP grantmaking processes. If after thoroughly reviewing this document, you still have questions about the PRP grantmaking processes and eligibility criteria not addressed in this document, we strongly recommend you contact our Community Benefits Department at [CommunityBenefits@lacare.org](mailto:CommunityBenefits@lacare.org) to seek clarity prior to application submission. Additionally, we urge interested applicants to attend one PRP Informational Conference Call. The schedule for Informational Calls can be obtained by sending an email request to: [CommunityBenefits@lacare.org](mailto:CommunityBenefits@lacare.org).

Additionally, applicants are highly encouraged to refer new qualified physicians to L.A. Care's Medi-Cal network to **L.A. Care's Elevating the Safety Net Provider Loan Repayment Program (PLRP)**. The PLRP provides loan repayments of up to \$5,000 per month for 36 months, with an opportunity to extend for an additional two (2) years. For more information about this loan repayment program, please visit: [www.lacare.org/elevateproviders](http://www.lacare.org/elevateproviders) or send an email inquiry to: Manager, William Alamo at [WAlamo@lacare.org](mailto:WAlamo@lacare.org) or Uncommon Good Program Director, Eric Santizo at [esantizo@uncommongood.org](mailto:esantizo@uncommongood.org). Although the two programs (PRP and PLRP) are complementary, they have separate application processes. Acceptance to one program does not automatically qualify applicant for the other.

### III. BASIC ELIGIBILITY CRITERIA FOR BOTH SCHEDULED CYCLE GRANTS AND ROLLING DEADLINE GRANTS

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The applicant and the provider must meet the following minimum requirements, whether applying under either the Scheduled Cycle or Rolling Deadline Grant process:

#### A. Applicant/Contracted Entity Criteria

- i. Must demonstrate need and capacity for growth, based on current provider to patient ratio and written statement of need in the application.
- ii. Must already be a contracted entity in good standing with L.A. Care Health Plan that includes, but it is not limited to the most recent Pay 4 Performance (P4P) rating, HEDIS scores, and satisfactory history of grant-related progress reporting.
- iii. **ONLY PHYSICIANS WHO ARE DIRECTLY EMPLOYED BY THE APPLICANT ENTITY QUALIFY FOR PRP FUNDS. INDEPENDENTLY CONTRACTED PHYSICIANS ARE NOT ELIGIBLE.**
- iv. Awardees from previous funding cycles that have not yet hired a provider related to those awards are NOT eligible for future PRP grant consideration until the previous grant award expires.

## B. Physician/Provider Criteria

- i. The provider must be new to L.A. Care's Medi-Cal network, but does not have to be new to Los Angeles County.
- ii. Must commit to practice for at least 36 months of service with the hired contracted entity. If provider leaves before 36 months, the contracted entity is required to hire a replacement to complete the 36-month services obligation and will not be eligible to apply for PRP funding in future cycles until the entity has replaced the provider.
- iii. Provide at least 16 hours of direct patient care per week. The grant amount will be prorated with 32 hours of service used as a baseline for a 100% award.
- iv. Hired providers must fill newly created positions under either a Scheduled Cycle Grant or under the Rolling Deadline Grant application process. **L.A. Care considers a new position to be one that did not exist at the time the physician was hired.** Replacing physicians who have left a position does not qualify for this program.

Beyond meeting the eligibility criteria, the most competitive applications will be those that demonstrate that the Medi-Cal and/or uninsured population is a primary beneficiary of services, there's a compelling argument to expand provider volume, and the proposed clinic placement site is located in a designated Medically Underserved Area (MUA) or a Health Professional Shortage Area (HPSA).

## IV. INFORMATIONAL CONFERENCE CALLS

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To assist prospective applicants, L.A. Care Community Benefits staff will occasionally host Informational Conference calls. Conference calls are scheduled to take place within one to three weeks after a Scheduled Cycle application window has opened. There is no maximum number of staff per applicant who can attend. We strongly urge you to attend a call prior to submitting a grant application. During these Informational Calls, L.A. Care staff will provide an overview of the PRP grantmaking process, grant application content, timelines, and answer any questions related to the Provider Recruitment Program (PRP).

The schedule for upcoming PRP Informational Calls for Scheduled Cycle or Rolling Deadline Grants can be requested by sending an email to [CommunityBenefits@lacare.org](mailto:CommunityBenefits@lacare.org).

PRIOR to the call, please review this document thoroughly and obtain the grant application materials for either of the PRP grant processes for which you are interested: Scheduled Cycle Grants or Rolling Deadline Grants. You can submit a request for the grant application materials to the Community Benefits Department at [CommunityBenefits@lacare.org](mailto:CommunityBenefits@lacare.org). Please visit the website for details: [www.lacare.org/elevateproviders](http://www.lacare.org/elevateproviders). Having the application materials prior to the Informational Call will help applicants maximize the value of attending the call.

## V. FREQUENTLY ASKED QUESTIONS FOR BOTH SCHEDULED CYCLE GRANTS AND ROLLING DEADLINE GRANTS

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### 1 How many of our physicians can be funded through PRP Grants in a given year?

Regardless of whether PRP funding is received through either a Scheduled Cycle Grant or the Rolling Deadline Grant process, entities are limited to up to three providers in any L.A. Care fiscal year. The fiscal year starts October 1 and ends September 30 of the following calendar year.

### 2 Can we apply for a PRP Grant to replace a physician who recently left our practice?

No. As of January 20, 2022, only newly created positions will be eligible for either PRP Scheduled Cycle Grants or Rolling Deadline Grants. **Hiring a provider for an already existing position does not qualify under any of the PRP grants.** L.A. Care considers a new position to be one that did not exist at the time the physician was hired. If you are intending to hire a physician to replace a provider that has left your practice, this is NOT considered a new position, and you will be considered ineligible for funding consideration. L.A. Care reserves the right to request documentation to substantiate whether a position is newly created.

### 3 How do we find out if our identified physician is considered new to L.A. Care Health Plan's Medi-Cal network?

All entities interested in applying for a PRP grant can send an email to our Community Benefits Department at [CommunityBenefits@lacare.org](mailto:CommunityBenefits@lacare.org) to inquire about the status of a provider. The provider's California license number or National Provider Identifier (NPI) number must be included in the email inquiry to allow for L.A. Care staff to check the status of the provider. For those interested in applying for a PRP Rolling Deadline Grant, getting confirmation of the provider's Medi-Cal network status is a requirement. **Any entity that has not already received confirmation of the provider's Medi-Cal network status will NOT be eligible to submit a Rolling Deadline Grant application.**

### 4 Can I apply and get an award for both Scheduled Cycle Grants and Rolling Deadline Grants?

Yes. However, you may only apply if you have met all the requirements as set forth in this document. If you are a previous PRP grantee, you must have hired a provider under the previous awarded grant and that provider must be currently employed with your clinic/practice. If any hired provider under a previous PRP grant has left your practice, the provider must have been replaced with another PRP approved provider that serves the same number of hours and is placed in the same clinical site as the departed provider. The applicant is eligible to apply for another grant once the departed provider has been replaced with a qualified provider.

Regardless of whether you receive a PRP grant through a Scheduled Cycle Grant or a Rolling Deadline Grant, PRP will not award funding for more than three providers for your clinic/practice in a single L.A. Care fiscal year (October 1 through September 30 of the following year).

**5 Can I use PRP funds to hire a part-time provider?**

Yes. However, the provider must be responsible for at least 16 hours of direct patient care per week. The full award amount of \$125,000 is only available if provider is responsible for at least 32 hours per week of direct patient care. Funds will be prorated based on direct patient care hours.

**6 Can I use PRP funds to cover an independently contracted physician?**

No, PRP funds are to be used solely for physicians who are employees of the hiring entity **and** receive salary and benefits from the clinic or private practice.

**7 Can my clinic/practice hire any other type of provider beyond the five (5) prioritized under RRP?**

No, PRP funds are to be used solely for hiring any one of the five (5) provider types specified in the application. Those five types are: (a) pediatricians, (b) OB/GYNs, (c) family and (d) internal medicine physicians, and (e) psychiatrists.

**8 Would a psychiatrist employed by a medical group be eligible for PRP funding?**

No, the psychiatrist must be an employee of a contracted entity in L.A. Care's Medi-Cal network. Only psychiatrists employed in primary care settings are eligible for PRP funding.

**9 Are funds available to hire mid-levels and specialists?**

The only specialists funded under PRP at this time are psychiatrists employed in primary care settings. Otherwise, neither other specialists nor mid-levels are eligible for PRP funding.

**10 Do Doctors of Osteopathy (DO) qualify for this program?**

Yes. However, DO's must also meet all other criteria listed in the Eligibility Criteria section of this document.

**11 Will all applicants receive a grant award?**

This is a competitive process and a number of factors will be considered, such as need and the ability of the contracted entity to support future patient growth. Therefore, not all applicants may receive a grant award. For more details, refer to Section III: *Eligibility Criteria for both Scheduled Cycle Grants and Rolling Deadline Grants* of this document.



**12** What happens if the hired provider does not complete at least 36 months of service?

The grantee is required to hire a physician that provides 36 months continuous direct patient care service to fulfill the grant agreement. Should the physician leave before completing the required 36 months of continuous service, the grantee is obligated to notify L.A. Care of this disruption within 15 calendar days from the provider's last date of employment. Written notice should be sent via email to [CommunityBenefits@lacare.org](mailto:CommunityBenefits@lacare.org) AND the Program Manager assigned to your grant. Grantees will be notified about who is the assigned Program Manager upon execution of an approved grant. Should the grantee fail to notify L.A. Care of the provider's departure within this timeframe, L.A. Care reserves the right to withhold further payments and to not consider grantee for future PRP grant opportunities. No further grant awards will be provided until the physician provider has been replaced.

**13** Are any other types of entities or practices eligible for grant consideration other than those specified in the application?

No. Only entities such as FQHCs, FQHC Look-A-Likes, Licensed 501(c)(3) community-based clinics, and independent practice providers that are contracted through L.A. Care Health Plan's PPO partners or the L.A. Care Health Plan Direct Network are eligible to apply for a PRP grant. These entities must directly employ providers and provide direct clinical services.

**14** How do I know if I am in good standing with L.A. Care?

Good standing will be determined based on your performance and history with L.A. Care. Various factors will be considered in assessing performance history including, but not limited to: timeliness and accuracy of progress reporting related to any previous or current L.A. Care grants, working in a cooperative spirit of partnership, responsiveness to inquiries from L.A. Care staff, most recent Pay 4 Performance (P4P) rating, and HEDIS scores.

**15** Can I also refer a provider to apply for the Physician Loan Repayment Program (PLRP) funds?

Yes, we highly encourage individual providers who meet program criteria to apply for Provider Loan Repayment Program (PLRP) funds. For more information, please visit: [www.lacare.org/elevateproviders](http://www.lacare.org/elevateproviders).

**16** I have "x" amount of sites/locations within my practice/clinic. Can the hired provider practice at multiple sites?

Yes. When calculating the hours of direct patient care in the application, the hours should be cumulative across sites. Please keep in mind that per L.A. Care policy providers are not allowed to practice at more than four (4) sites.



**17** How long does a provider hired under PRP funding have to be placed in the location for which we were approved?

The hired provider should be placed for at least nine months consecutively in the same location as was approved under the grant. After the nine-month period, the grantee does not have to notify L.A. Care and can use its own discretion to keep the provider at the same location or place the provider in a different clinic site, if grantee deems it necessary.

**18** Can I use all of the PRP funds for the provider's salary and benefits?

Yes, you may use the entire award for the provider's salary and benefits. The total award amount will still be prorated based on the hours of direct patient care given, using 32 hours of direct patient care as a baseline to receive 100% of the award amount. The total amount of the proposed salary and benefits in the budget must be more than 50% of the requested grant funds.

**19** Is there a percentage cap for the benefit calculation?

There is no cap for the benefits calculation.

**20** Do you allow indirect costs?

Indirect costs are not allowed under PRP funding.

**21** Can we apply PRP funds to cover the costs of recruiting a physician?

No, recruiting efforts of any kind (e.g., enlisting a recruitment firm) are not allowed under PRP funding.

**22** If we are awarded a grant and execute a grant agreement, how soon do we need to notify you of our intention to move a PRP funded provider to another site?

Grantee shall notify L.A. Care of any intention to place a PRP funded provider at an alternate placement site at least 15 calendar days in advance of the placement site change. This notification can be emailed to [CommunityBenefits@lacare.org](mailto:CommunityBenefits@lacare.org). If Grantee fails to timely notify L.A. Care, we may withhold further payments and/or exclude Grantee from future PRP grant consideration. Should a placement site change be considered by the grantee, L.A. Care may make exceptions based on specific circumstances but there should be no expectation of exceptions to be granted.

**23** How can I get more information about PRP grants and the application processes?

We strongly recommend you to join at least one of the Informational Conference Calls hosted by L.A. Care staff prior to submitting an application. If you'd like to know when an Informational Call has been scheduled, we invite you to send an email inquiry to: [CommunityBenefits@lacare.org](mailto:CommunityBenefits@lacare.org).

## VI. GUIDELINES AND FREQUENTLY ASKED QUESTIONS FOR SCHEDULED CYCLE GRANTS ONLY

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The **PRP Scheduled Cycle Grants Application Process** is held twice a year on a competitive basis. Grant awards provide contingency funding based on the eventual hiring of a PRP qualified physician. The benefits of this process include:

- i. The application submission window for Scheduled Cycle grants are open twice per year (March and October);
- ii. Securing a grant award allows clinics/practices that have yet to hire a physician to earmark funds for the eventual hiring of a physician. These funds can be helpful for a clinic/practice to increase its compensation package to a prospective physician; and
- iii. Approximate turnaround time for award decisions is 10 weeks. Once a physician is hired, a grant agreement will be executed and funds are available within 30 days thereafter.

If your clinic/practice has already hired a PRP qualified physician, we urge you to apply for funding under the **Rolling Deadline Grants** application process, which has a faster turnaround timeline.

### 1 How do I apply for a PRP Scheduled Cycle Grant?

You must submit electronic application materials via the online application portal as highlighted in the grant application. If you would like to apply for a PRP Scheduled Cycle Grant, please request the *Grant Application, Budget Template and W-9 form* by sending an email to [CommunityBenefits@lacare.org](mailto:CommunityBenefits@lacare.org). Once you have completed the application materials, please email the application, one-page budget, and other required documents to [CommunityBenefits@lacare.org](mailto:CommunityBenefits@lacare.org) as instructed in the application.

### 2 When is the deadline to apply for a PRP Scheduled Cycle Grant?

Each Scheduled Cycle period has its own specific application deadline and assigned Program Manager. The PRP Scheduled Cycle Grants application window will open in October and March of the calendar year; however, dates are subject to change. Please send an email inquiry to [CommunityBenefits@lacare.org](mailto:CommunityBenefits@lacare.org).

### 3 Do I need to identify a provider prior to applying?

If you are hiring one provider, then the provider must start employment no later than the date identified in the application for the Scheduled Cycle Grant under which you are applying. If you are hiring two providers, then at least one of the providers must start employment no later than the date identified in the application for the Standard Cycle Grant under which you are applying.

### **4** If I hired a provider prior to submitting my application, am I eligible for funds?

For any clinic/practice that has already hired a physician who has started employment, we recommend you apply under the Rolling Deadline Grant application process.

### **5** Can I apply for more than one (1) provider for a Scheduled Cycle grant application?

Applicants are limited to two (2) providers per Scheduled Cycle Grant application. However, applicants may apply for up to three (3) providers across all PRP grantmaking cycles in any L.A. Care fiscal year (October 1 through September 30 of the following year).

### **6** If we are seeking to hire two (2) providers in a Scheduled Cycle, can we submit one application for both physicians?

Yes, Scheduled Cycle Grant applicants must submit one (1) application to cover up to two (2) providers (*NOTE: This is different for Rolling Deadline Grant applicants, where individual applications for each hired physician are required*). Under the Scheduled Cycle, if there are two (2) full-time providers (32 hours per week), the applicant may apply for up to \$250,000. For example, if there is one (1) full-time provider (32 hours per week) and one (1) part-time provider (16 hours per week), the applicant may apply for up to \$187,500.

### **7** Do we have to hire a physician within a specified timeframe to receive a PRP Scheduled Cycle Grant?

Yes, the physician must be hired and must start employment at the clinic to receive a PRP grant. For a Scheduled Cycle grant, the physician must start employment within the timeframe specified in the Scheduled Cycle Grant application.

### **8** Should we apply and be awarded a PRP Scheduled Cycle Grant, is our practice obligated to hire the Provider Type indicated in the application and place the Provider in the clinic site indicated in the application as well?

Given the competitive nature of PRP grantmaking, information indicated in the applications is a critical component of L.A. Care staff's decision making related to grant awards. Grant awardees are expected to hire physicians in a manner that is consistent with the funding request. Applicants can identify up to three different provider types it plans to hire, giving clinics more options when hiring and increase the likelihood of hiring the needed provider. The rationale for identifying provider types should be explained in question #15 in the Scheduled Cycle Grant application. Although there is a choice of up to three provider types, grantees will be obligated to place the hired provider type in the specific placement site(s) indicated in the Scheduled Cycle grant application. Our grant award decisions are partially based on the identified need in a specific geographic area of L.A. County. Our aim is to ensure our funding is equitably allocated to those areas. L.A. Care may make exceptions based on specific circumstances but there should be no expectation of exceptions to be granted.

**9 How and when will applicants for Scheduled Cycle Grants be notified of official awards?**

Upon review of all applications, L.A. Care will notify applicants of official awards via email within ten (10) weeks from the Scheduled Cycle Grant application submission deadline.

**10 If awarded a Scheduled Cycle grant, how soon can I expect to receive funds?**

If awarded, a grant agreement will be drafted once a provider has started employment with the grantee. Formal documentation that substantiates terms of the provider's employment must be provided to L.A. Care from the grantee (preferably a signed employment agreement outlining terms and conditions of employment). Once an executed grant agreement is signed by all parties, 50% of funds will be paid within 30 days thereafter. The remaining 50% will be disbursed when the grantee submits a thorough progress report based on the schedule in the executed grant agreement and demonstrates it has spent the first 50% of grant funds. The progress report templates are provided to the grantee by L.A. Care staff.

**11 In the Scheduled Cycle Grant application, on Sections II: APPLICANT PATIENT DATA (questions #1 - #8) and Section III: PROVIDER PROFILE INFORMATION (questions #9 - #11) of the application, do you want to know the total patient population of my entire practice/clinic network or just the sites locations where the provider will practice?**

We want patient data for ALL sites contracted under L.A. Care Health Plan's Medi-Cal network.

## VII. GUIDELINES AND FREQUENTLY ASKED QUESTIONS FOR ROLLING DEADLINE GRANTS

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To expedite grant decisions and deployment of funding, increase efficiency, and facilitate a more user friendly application process, we have created an additional option to apply for PRP grants. Effective January 20, 2022, L.A. Care implemented a **PRP Rolling Deadline Grants Application Process**. Our objective is to deploy funds into clinics sooner to increase access to health care for our most under-resourced communities. The benefits of this process include:

- i. Rolling Deadline Grant applications can be submitted at any time during the year;
- ii. Expedited funding for *clinics that have already hired PRP eligible* physicians before application submission and have filled newly created positions; and
- iii. Turnaround time for decisions is approximately three weeks from application submission, with funds available approximately four weeks after a fully executed grant agreement.

Only entities that have already hired a qualified provider and who has already started employment for a new position at the time the application is submitted are eligible for a Rolling Deadline Grant. Otherwise, you should apply under the Scheduled Cycle Grant application process.

**1 How do I apply for a PRP Rolling Deadline Grant?**

All entities interested in applying for a PRP Rolling Deadline Grant must send an email to: [CommunityBenefits@lacare.org](mailto:CommunityBenefits@lacare.org) to inquire about the eligibility status of a provider PRIOR to submitting a Rolling Deadline Grant application. The provider's license number must be included in the email inquiry to allow for L.A. Care staff to check the status of the physician. Only upon receiving written confirmation that the provider will be considered new to L.A. Care's Medi-Cal network should the entity proceed in submitting a Rolling Deadline Grant application. **Any entity that has not already received confirmation of the provider's new Medi-Cal network status PRIOR to submitting its application will NOT be eligible for Rolling Deadline Grant consideration.** Also, if you would like to apply for a PRP Rolling Deadline Grant, please request the Rolling Deadline Grant Application, Budget Template and W-9 form by sending an email to [CommunityBenefits@lacare.org](mailto:CommunityBenefits@lacare.org). Once you have completed the application materials, please email the application, one-page budget, and other required **application** documents to [CommunityBenefits@lacare.org](mailto:CommunityBenefits@lacare.org) as instructed in the application.

**2 When is the deadline to apply for a PRP Rolling Deadline Grant?**

The PRP Rolling Deadline Grant application can be submitted at any time during the year. Grant decisions are estimated to occur in approximately three weeks. If approved, a grant agreement will be drafted in approximately one week and funds will be disbursed within six weeks from application submission date.

**3 Do I need to hire a provider prior to applying?**

Yes, PRP Rolling Deadline Grants will only be awarded to applicants that can submit evidence that a qualified provider has started employment. Funds are awarded exclusively for qualified providers employed prior to application submission.

**4 Can we apply for a Rolling Deadline Grant if we have not yet hired a provider?**

No, applicants can only be considered for a PRP Rolling Deadline Grant if they have already employed a qualified PRP physician. For entities interested in applying for a PRP grant but: (a) have not yet hired or identified a physician or (b) the hired physician has accepted an offer but not yet started employment, they can apply under one of the PRP Scheduled Cycle Grant application periods. Please see Section VI: *Guidelines and Questions For Scheduled Cycle Grants* for instructions on how to apply under a Scheduled Cycle Grant.

**5 Can we apply for up to two (2) providers in a one PRP Rolling Deadline Grant Application form?**

No. Entities must submit a separate PRP Rolling Deadline Grant Application per each qualified provider.

**6 How and when will we be formally notified of L.A. Care's grant decision regarding our PRP Rolling Deadline Grant application?**

Upon review of all applications, L.A. Care will notify applicants of its decision via email in approximately three weeks.

**7 If awarded a Rolling Deadline Grant, how soon can I expect to receive funds?**

If your grant application is approved, 50% of funds will be paid within sixty days thereafter. The remaining 50% will be disbursed when the grantee submits a thorough progress report based on the schedule in the executed grant agreement and demonstrates it has spent the first 50% of grant funds. The progress report templates are provided to the grantee by L.A. Care staff.

**8 How do we find out if our identified provider is considered new to L.A. Care Health Plan's Medi-Cal network?**

All entities interested in applying for a PRP Rolling Deadline Grant must send an email to: [CommunityBenefits@lacare.org](mailto:CommunityBenefits@lacare.org) to inquire about the status of a provider PRIOR to submitting a Rolling Deadline Grant application. The provider's license number must be included in the email inquiry to allow for L.A. Care staff to check the status of the provider. Only upon receiving confirmation that the provider will be considered new to L.A. Care's Medi-Cal network should the entity proceed in submitting a PRP Rolling Deadline Grant Application. ***Any entity that has not already received confirmation of the provider's Medi-Cal network status PRIOR to submitting its application will NOT be eligible for a Rolling Deadline Grant.***

**9 If we do not have an employment agreement signed by both parties, is there other documentation that can be submitted to substantiate that the provider has started employment with us?**

In the absence of an employment agreement signed by both parties, other documentation can be provided to substantiate a provider has started employment. This documentation includes a combination of pay stubs, a signed offer letter, and/or a letter from the entity's Human Resources (HR) Department signed by the provider and HR personnel with an attestation of the provider's employment. If there are any questions, the applicant should contact [CommunityBenefits@lacare.org](mailto:CommunityBenefits@lacare.org) PRIOR to submitting a PRP Rolling Deadline Grant Application.

**10 Should we apply and be awarded a PRP Rolling Deadline Grant, is our practice obligated to keep the Provider placed in the clinic site indicated in the application?**

Given the competitive nature of PRP grantmaking, information indicated in the applications is a critical component of L.A. Care staff's decision making related to grant awards. As such, grantees will be expected to keep the hired provider filling the funded position in the specific placement site(s) for a minimum of nine consecutive months of service as a condition of the grant agreement..