



DEADLINE EXTENDED TO FILE FOR HHS CARES ACT PROVIDER RELIEF FUND GRANT

The deadline has been extended from August 3rd to **AUGUST 28th**.

As of July 10, 2020, the US Department of Health & Human Services (HHS) released a **new** Provider Relief Fund for Providers. We have been supplied with General Information and Frequently Asked Questions (FAQs). After a review of this information and collaboration with the ADA and members from the ADCPA we believe that dentists, even if they have not billed Medicare/Medicaid/CHIP programs, in the past, **may be eligible** for this new HHS Stimulus funding. Based on the information we have, right now, we feel that it may be worthwhile for all dentists to initiate the application process to determine if they are eligible for this money. Start the application process to see if your TIN (Taxpayer Identification Number) is on their curated list.

This money is a GRANT – meaning that it doesn't have to be paid back. It is TAXABLE INCOME however. Currently the ADA is working for this to be considered non-taxable income but at this point it is taxable.

The amount of the grant is 2% of your Gross Revenue on the most recently filed tax return which would either be 2018 or 2019. This could pose an issue because the practice names and grant amounts will be made public, thus making it is easy for people to determine what your gross revenue was.

If you have already received Relief Funds from HHS, you cannot qualify for this second round of funding.

It also appears that you will be required to attest to the fact that you have treated patients who either likely had COVID-19 or you know had COVID-19 at the time of their visit. Many believe that any patient you see could likely have COVID-19 and this does not have to be a confirmed case.

The conditions as they are stated right now, state that you cannot use the money for the same expenses you used the EIDL and PPP money on and you cannot use it to pay yourself. Don't get confused on this. Those types of expenses qualify, but you cannot use the **exact** same expenses to qualify for two different grants/loans from the government.

It takes a little time to file this application initially, so don't wait to start the process. Should you need help, we will help as much as we can.

Here are instructions to help you get started:

You need an Optum ID. If you have one, you can go directly to "Sign In." If not, you will have to click on "Set Up Optum ID" and follow the prompts. If you need assistance, contact support at 1-855-819-5909 or OptumSupport@optum.com.

There are 3 steps to the application process once you have your Optum ID. You cannot move to Step 2: Revenue and Tax Information until you have successfully completed Step 1: TIN verification (verification should come via e-mail typically within 24-28 hours.) Below is a breakdown of these steps.



STEP 1: TIN verification which is your federal ID or EIN

- You need your organizational NPI number, Legal business name as reported on your tax return and your Taxpayer Identification number (TIN).

STEP 2: Revenue and Tax Information.

- You will need the following things:
 - Most recent business federal tax return filed
 - 1st quarter 2020 Form 941 – request it from your payroll company if you don't have it
 - FTE Worksheet – the link is provided in the HHS instructions
FTE stands for Full Time Employees. You assign a value based on how many hours you consider full time in your practice. So, if 32 hours is full time, then someone working 32 hours would be “1.” If someone worked 15 hours, you may show them at “.5”; 24 hours would be “.75”.
 - Lost Revenues due to COVID-19. You can take your collections right from QuickBooks. Look at collections for 3-1-19 through 4-30-19 and compare that number to the collections for 3-1-20 through 4-30-20. The difference is your lost revenue. This should be entered as a negative figure. example: - \$20,000.
 - Total of increased expenses due to COVID-19. This number is harder to determine but you want to look at PPE, sterilization costs and additional supplies needed to clean or make the space safer to inhabit.
 - Payer Mix information – taken from your dental software. (% of patients that are self-pay, commercial insurer, Medicare, etc. This should have a total of 100%.
 - Amount received from a PPP loan, if you received one, plus the total amount received from SBA/EIDL funds received if any.
 - Business bank account information. This includes ABA routing number, business account number, Account holder name and Bank name.
 - AFTER submitting the application and information, the link will still say “Get Started” in case you need to reapply due to incorrect information on the initial application. This warning does not mean that your application wasn't submitted.

STEP 3: Attest to Payment and Terms

- This step isn't completed until you receive the funds. You will need the check number and the Relief Fund Payment Amount received.