

Technical Assistance Webpage

1. [How do I find out if I am in a Health Professional Shortage Area \(HPSA\) or Medically Underserved Area /Medically Underserved Population \(MUA/MUP\) designation?](#)
2. [What are the benefits of HPSA and MUA/MUP designations?](#)
3. [What are the requirements for a HPSA designation?](#)
4. [What are the requirements for a MUA/MUP designation?](#)
5. [What are the requirements for a Facility HPSA?](#)
6. [How do I apply for a HPSA designation?](#)
7. [Where do I find Geographic Information Systems \(GIS\) Maps/Database information?](#)

1. How do I find out if I am in a Health Professional Shortage Area (HPSA) or Medically Underserved Area /Medically Underserved Population (MUA/MUP) designation?

To find out if you are in a HPSA or MUA/MUP you must first find out what census tract your facility is located in.

1. To do this, Geo-code the location by visiting the following website: <http://www.ffiec.gov/Geocode/default.aspx>.
2. Enter the location of the facility and click on the “Search” button.
3. The search results will include the “Tract Code” which is the census tract number.
4. Once you have the census tract number you can search for a HPSA by using this link: <http://hpsafind.hrsa.gov/HPSASearch.aspx>. Click on the advanced search link above the search box.
5. Select the State and County your census tract is in, also select the discipline you are looking for, and for “Status”, select Designated.
6. From here, click on “Show me the HPSAs” for a list of search results. If your area has a designation then your census tract will be listed in the search results.
7. If you are searching for a MUA/MUP designation then click on the following link: <http://muafind.hrsa.gov/>.
8. Select your State and County and click on “Find MUAs/MUPs”.
9. The search results will have a listing of all the census tracts that are designated as MUAs/MUPs in that county.

2. What are the benefits of HPSA and MUA/MUP designations?
 - a. Primary Care HPSA
 - i. Geographic designation: Medicare Incentive Payment, National Health Service Corps (NHSC), Rural Health Clinic (RHC), and J-1 Visa Waiver Programs
 - ii. Population (Low-income) designation: NHSC, Rural Health Clinic Program (RHC), and J-1 Visa Waiver Programs
 - b. Dental Care HPSA
 - i. Geographic & Population designations: NHSC
 - c. Mental Health HPSA
 - i. Geographic designation: NHSC, Medicare Incentive Payment, and J-1 Visa Waiver Programs
 - ii. Population designation: NHSC and J-1 Visa Waiver Programs
 - d. MUA/MUP
 - i. Federally Qualified Health Center (FQHC), RHC (MUA only), and J-1 Visa Waiver Programs
 - e. Program Contacts
 - i. NHSC, Kristen Meza, kmeza@oshpd.ca.gov, <http://www.oshpd.ca.gov/HWDD/SLRP.html>
 - ii. FQHC, Bette Darling, bdarling@hrsa.gov, <http://bphc.hrsa.gov/>
 - iii. Medicare Incentive Payment, Neal Logue, neal.logue@cms.hhs.gov, <http://www4.cms.gov/HPSAPSAPhysicianBonuses/>
 - iv. RHC, Maureen Calacal, Maureen.calacal@cms.hhs.gov, <http://www4.cms.gov/center/rural.asp>
 - v. J-1 Visa Waiver, Tina Nagy, Tina.Nagy@dhcs.ca.gov, <http://www.dhcs.ca.gov/services/rural/Pages/J-1VisaWaiver.aspx>

3. What are the requirements for a HPSA designation?
 - a. Primary Care
 - i. Population to Provider Ratio of $\geq 3500:1$ for Geographic Areas
 - ii. Population to Provider Ratio of $\geq 3000:1$ for Low-income or Geographic with High Needs
 - iii. For Low-income designations, the 200% Poverty percentage must be $\geq 30\%$.
 - iv. For High Needs designations, the 100% Poverty percentage must be $\geq 20\%$.
 - v. The contiguous areas Population to Provider ratio must be $\geq 2000:1$ in order for it to be ruled out.

For more detailed explanation, please click on the following link:
<http://www.oshpd.ca.gov/HWDD/pdfs/app/3-RatioofPC.ppt>
 - b. Dental Care

- i. Population to Provider Ratio of $\geq 5,000:1$ for Geographic Areas
- ii. Population to Provider Ratio of $\geq 4,000:1$ for Low-Income or Geographic with High Needs
- iii. For Low-income designations, the 200% Poverty percentage must be $\geq 30\%$.
- iv. For High Needs designations, the 100% Poverty percentage must be $\geq 20\%$ or $>50\%$ of the population has no fluoridated water.
- v. The contiguous areas Population to Provider ratio must be $\geq 3000:1$ in order for it to be ruled out.

For more detailed explanation, please click on the following link:

<http://www.oshpd.ca.gov/HWDD/pdfs/app/4-RatioofDT.ppt>

c. Mental Health

- i. Population to Provider Ratio of (1) $\geq 30,000:1$ for psychiatrists, or (2) $\geq 9,000:1$ Core Mental Health Providers (CMHP) including psychiatrists, or (3) $\geq 6,000:1$ CMHP including psychiatrists and $\geq 20,000:1$ psychiatrists. This is for Geographic Areas only.
- ii. Population to Provider Ratio of (1) $\geq 20,000:1$ for psychiatrists, or (2) $\geq 6,000:1$ for CMHP including psychiatrists, or (3) $\geq 4,500:1$ CMHP including psychiatrists and $\geq 15,000:1$ for psychiatrists. This is for Low-income or Geographic with High Needs.
- iii. For Low-income designations, the 200% Poverty percentage must be $\geq 30\%$.
- iv. For High Needs designations, the 100% Poverty percentage must be $\geq 20\%$ or alcohol/substance abuse prevalence data showing the area to be in the worst quartile of the nation, state or region (5 out of 9 fields must be at 42 percentile).
- v. The contiguous areas Population to Provider ratio must be (1) $\geq 20,000:1$ for psychiatrists or (2) $\geq 3,000:1$ for CMHP including psychiatrists and $\geq 10,000:1$ for psychiatrists in order for it to be ruled out.

For more detailed explanation, please click on the following link:

<http://www.oshpd.ca.gov/HWDD/pdfs/app/5-RatioofMH.ppt>

4. What are the requirements for a MUA/MUP designation?

- a. MUA/MUP designations must have an Index of Medical Underservice value of ≤ 62.0 . This is comprised of adding the weighted value of 4 components:
 - i. Percent of Population at 100% Poverty
 - ii. Percent of Population ≥ 65
 - iii. Infant Mortality Rate
 - iv. Primary Care Physicians per 1,000 Population (for MUA), or Primary Care Physician serving the low-income population (200% poverty level) per 1,000 low-income population (for MUP)

- v. For more information on the requirements and the weighted scales:
Click on the following link:
<http://www.oshpd.ca.gov/HWDD/pdfs/app/7-MUA-MUP.ppt>
5. What are the requirements for the three types of Facility HPSA?
- a. Federal and State Correctional Institutions and Youth Detention Facilities
 - i. Must be medium to maximum level security
 - ii. Must have ≥ 250 inmates
 - iii. Must meet the internee to provider ratio
 - b. Public or Non-Profit Private Facilities
 - i. Must serve an area or population HPSA
 - ii. Must be reasonably accessible to an area or population HPSA
 - iii. Must demonstrate insufficient capacity
 - c. State and County Mental Hospitals
 - i. Must meet workload unit criteria
 - ii. Must have ≥ 100 average daily inpatient census

For more information on Facility designations click on the following link:
<http://www.oshpd.ca.gov/HWDD/pdfs/app/6-Facilities.ppt>

6. How do I apply for a HPSA designation?
- a. Primary Care HPSA/Dental Care HPSA/Mental Health HPSA:
 - i. Your submitted application should contain the following:
 - 1) Cover letter addressing your request for designation, findings, and summary. Your letter should be an overview of what you are submitting and your reasoning supporting a designation be granted by the federal Bureau of Health Professions.
 - 2) Physician data survey listing providers and final calculations of FTE for either a Geographic or Low-income population designation request.
 - 3) Designation worksheet along with any attachments/supporting documents that will support your selection criteria met for each bordering MSSA (s) and target area. If you are using excessively distant as a selection criteria then provide a map, preferably using Rand McNally or Google to reflect distance. If using HPSA as a selection criteria for your contiguous areas, then submit proof that this area is presently designated a HPSA.
 - 4) Submit all 2007 Census data sheets for all MSSAs.
 - 5) Submit maps (provided by OSHPD) of target MSSA and bordering MSSAs.

- 6) Any additional documentation to support your findings regarding demographics, population groups studies, socio-economics disparity that may exist, etc.
- 7) Submit the original application to Konder Chung, Access to Care Chief at OSHPD.

When you are ready to submit your application:

Konder Chung, Access to Care Chief
Office of Statewide Health Planning and Development
Healthcare Workforce Development Division
400 R Street, Room 330
Sacramento, CA 95811

7. Where do I find Geographic Information Systems (GIS) Maps/Database information?
 - a. GIS maps and COOP Dashboard database information, including census data important for HPSA and MUA/MUP applications, can be found at the following link: <http://www.atlas.ca.gov/download.html#/casil/health>
 - b. For more information on how to use this data, you can contact the Shortage Designation Program Staff:
Hovik Khosrovian, hovik.khosrov@oshpd.ca.gov (916)326-3734; or
Hardeep Lal, hardeep.lal@oshpd.ca.gov (916)326-3733; or
André Haynes, andre.haynes@oshpd.ca.gov (916)326-3782