

**Health Resources and Services Administration
Bureau of Primary Health Care
Office of Quality Improvement
Federal Tort Claims Act (FTCA) Division
Tip Sheet for Requesting a Particularized Determination**

<p>What is a Particularized Determination?</p>	<p>The Federally Supported Health Centers Assistance Act of 1992, as amended in 1995 (FSHCAA) and 42 CFR section 6.6 authorizes FTCA coverage for services to non-health center patients in certain situations.</p> <p>Please also refer to the FTCA Health Center Policy Manual, including sections C and C.4, http://bphc.hrsa.gov/ftca/pdf/ftcahcpolicymanualpdf.pdf and to the FTCA website http://bphc.hrsa.gov/ftca/</p>
<p>What types of situations are covered when providing services to non-health center patients?</p>	<p>Community-Wide Intervention School-Based Clinics School-Linked Clinics Health Fairs Immunization Campaigns Migrant Camp Outreach Homeless Outreach Hospital-Related Activities Coverage-Related Activities Coverage in Certain Individual Emergencies</p> <p style="text-align: center;">NOTE: For important details on examples provided above please visit: http://bphc.hrsa.gov/ftca/particularizeddetermination.html</p>

<p>How can health centers be covered for situations that are similar to but do not exactly match one of the above listed activity examples?</p>	<p>Health Centers may request consideration for a particularized determination of coverage for services in the health center’s approved scope of project and for situations that are similar to but do not exactly match one of the above listed activity examples.</p>
<p>How does a health center request a particularized determination?</p>	<p>Requests for particularized determinations should be sent to ftcapd@hrsa.gov. Requests must provide a narrative explanation, signed by the Chief Executive Officer of the Health Center. Job descriptions/positions, how the activity will benefit the Health Center’s patients, how the activity is related to the health center’s approved scope of project, related CME information, and/or other relevant agreements or arrangements must be included or attached with the request to show how the health center will implement the activity for which FTCA coverage is sought.</p> <p>Please refer to the FTCA website (http://bphc.hrsa.gov/ftca/) and the FTCA Health Center Policy Manual, including sections C and C.4.</p> <p>http://bphc.hrsa.gov/ftca/pdf/ftcahcpolicymanualpdf.pdf</p>
<p>What must be included in the request for a particularized determination? (NEW)</p>	<p>A request for a particularized determination of FTCA coverage must include the name, address and H80 number of the FTCA deemed health center, and provide a narrative explanation, signed by the Chief Executive Officer of the Health Center, and include sufficient detail to determine:</p> <ul style="list-style-type: none"> • What services are provided; • Who provides the services; • Where, when and for how long the services are provided; • Why health center personnel are needed to provide such services; and • How these services benefit the patients of the covered entity.

<p>What information will facilitate a determination?</p>	<p>The application for a particularized determination must also provide sufficient information for HRSA/BPHC to determine:</p> <ul style="list-style-type: none"> • How the provision of services to non-health center patients will benefit patients of the health center and general populations that could be served by the health center through community-wide intervention efforts within the communities served by such entity; • How the provision of the services to non-health center patients facilitates the provision of services to patients of the health center; • How such services are otherwise required to be provided to non-health center patients under an employment contract or similar arrangement between the health center and the covered individual.
<p>What is an example of a typical particularized determination request? (NEW)</p>	<p>An FTCA deemed health center requests coverage for a short term continuing medical education (CME) training for a clinician at a four-day outpatient family medicine experiential CME conference and, as part of the training, the clinician will provide care to non-health center patients at a non-health center site. The request includes an explanation of how the training will ultimately benefit the health center’s patients and lists the goals of the training activity as well as</p> <ul style="list-style-type: none"> • What services will be provided; • Who will provide the services and how will they be supervised; and • Where, when and for how long the services will be provided.
<p>How do I contact HRSA regarding particularized determinations?</p>	<p>All particularized determination related questions or requests should be sent to ftcapd@hrsa.gov</p>

When can I expect to receive a decision regarding my request for a particularized determination? (NEW)

A requesting health center can expect to receive a response within 30 days of submitting a completed request for a particularized determination. Please note that a request is considered complete only if it sufficiently meets the criteria stated above and no additional information is needed.