

August 30, 2021

Dear Provider:

Your facility qualifies for a payment under the terms of Pennsylvania Act 24 of 2021. This law provides a total of \$282 million in federal funding from the American Rescue Plan Act (ARPA) for nursing facilities, personal care homes, and assisted living residences. ARPA funding must be used for COVID-19-related costs not otherwise reimbursed by federal, state, or other sources of funding. The Department of Human Services (DHS) published the amount your facility is qualified to receive on its website at <https://www.dhs.pa.gov/providers/Providers/Pages/Long-Term-Care-Providers.aspx>.

Nursing Facilities Enrolled in Medical Assistance

Nursing facilities enrolled in the Medical Assistance (MA) program need not take any further action. The payment will appear as a gross adjustment transaction on a Provider Reimbursement and Operations Management Information System (PROMISe) remittance advice. The Pennsylvania Treasury Department will disburse the payment nine days after the transaction appears on the remittance advice. Disbursements will be made via check or electronic funds transfer, based on the method in which you receive PROMISe payments.

Providers Not Enrolled in Medical Assistance

Personal care homes, assisted living residences, or nursing facilities **not** enrolled in the MA program must complete and return the ARPA Subsidy Acceptance Form to receive your payment. This form is available on the DHS website at <https://www.dhs.pa.gov/providers/Providers/Pages/Long-Term-Care-Providers.aspx>.

The Office of Long-Term Living will process payments in the order in which it receives ARPA Subsidy Acceptance Forms. Most personal care homes, assisted living residences, and nursing facilities not enrolled in the MA program will receive their payments via check, 30-45 days after DHS receives the ARPA Subsidy Acceptance Form. If you have registered as a commonwealth vendor, you may receive the payment via electronic funds transfer, if this is your default payment method.

Important Reminders about ARPA Funding

ARPA funding must be used for necessary COVID-19-related costs not otherwise reimbursed by federal, state, or other sources of funding. (See 2021 Fiscal Code Amendments (Act 24 of 2021 and 72 P.S. § 160-C (a)(11) and (12)). You must account for the use of this funding at a facility level. That is, each qualifying nursing facility, personal care home, and assisted living residence listed on the DHS website must account for the use of their specified funding amount, even if two or more facilities are part of the same legal entity or physical location. DHS recommends all entities eligible for ARPA funding through Act 24 of 2021 consult their accountants and attorneys for further clarification on the use of and accounting for the funding. Failure to comply with the terms of the Act

or DHS requirements may result in the recovery of funding through collection activities or legal action.

DHS requires providers to report on the use of ARPA funding. Details of the reporting requirements, including the timing, format, and mechanism by which to send reports, will be available in coming months. Providers, however, should expect reporting requirements similar to those in place for previous COVID-19-related funding distributions. These requirements include, but are not limited to, reporting the amounts used for categories of COVID-19-related expenses like staffing, supplies, training, and information technology needs.

Declining or Returning ARPA Funding

If you choose to decline the funding for which your facility qualifies under the terms of Act 24 of 2021, you may do so by contacting the DHS Office of Long-Term Living, Bureau of Finance at covidpayments@pa.gov. Please specify in your message that you do not want to accept the funding and provide the name and license number or tax identification number of your facility, the amount for which you qualified, and your contact information.

If you receive a payment and wish to return it, or to return any portion of the payment that will not be used for eligible COVID-19-related costs, you may do so by sending a check payable to the Pennsylvania Department of Human Services to:

Department of Human Services
Office of Long-Term Living
P.O. Box 8025
Harrisburg PA 17105-8025
ATTN: Bureau of Finance ARPA Return

You must include your federal tax identification number on the memo line of your check to ensure funds are credited to the correct entity.

DHS appreciates the efforts and sacrifices made by nursing facilities, personal care homes, and assisted living residences during the COVID-19 public health emergency. We hope this ARPA funding provides an additional resource to continue the care you offer to your fellow Pennsylvanians in greatest need.