1. Who is eligible to receive in ARPA funding?

Qualifying hospitals include every acute care hospital, critical access hospital, and long-term care hospital (excluding rehabilitation and psychiatric hospitals), as well as the Arkansas State Hospital, that is enrolled with both Medicare and Arkansas Medicaid.

1. How much are we eligible to receive under this program?

Hospitals are eligible to receive up to $9,000 per licensed Medicare bed, as of March 1, 2021, as determined by the Arkansas Department of Health. Additionally, hospitals may receive an additional $2,500 per licensed Medicare bed, for qualifying COVIDComm receiving hospitals, as of August 20, 2021, as determined by the Arkansas Department of Health. Additionally, hospitals may receive an additional $1,000 per licensed Medicare bed for administering monoclonal antibodies, as of August 20, 2021, as determined by the Arkansas Department of Health.

1. How do I claim my allotment?

Hospitals submit a cost-form to receive up to their full allotment of funding, based on the outlined program formula, by September 30, 2021. For cost forms received by COB Wednesday of each week, DHS will make payments, after verifying the validity of claimed costs, on the following Wednesday.

1. When is the earliest we can submit our cost forms?

DHS will begin accepting cost forms on August 16, 2021.

1. Where do we submit our cost form?

To the DHS email account: [ARPA@dhs.arkansas.gov](mailto:ARPA@dhs.arkansas.gov).

1. Is receipt of these funds going to trigger a single-audit for our facility?

Potentially, yes.

1. When do we submit proof of our expenses?

Documentation evidencing that funds have been obligated must be submitted to DHS by June 30, 2023. Funds must have been obligated between March 3, 2021 – December 31, 2022 and expensed by December 31, 2026. Documentation that funds were actually expensed must be received by January 31, 2027.

1. May we submit a spreadsheet of expenses to make it easier because we have so many, or must we submit a separate claim form for each claimed expense?

Acceptable documentation may include any documents or files sufficient to evidence actual obligation or expense of funds. DHS may request supplemental documentation, as needed. Examples of sufficient documentation include copies of purchase orders, contracts, receipts, payroll records, cancelled checks, and bank and credit statements.

1. Will DHS require supporting documentation for each claimed expense?

Yes.

1. May we claim additional allotment later in the program, or must we claim our entire allotment up front?

Up to the entire allotment must be claimed by September 30, 2021.

1. Is our allotment tied to the total number of beds in our facility, or just Medicare beds? What if we convert additional areas of our facility to accommodate a surge in COVID patients, do those beds not count?

Allotments are calculated based on the number of licensed Medicare beds, as of March 1, 2021, as determined by the Arkansas Department of Health.

1. May we apply funding retroactively to expenses that preceded this program? If so, what’s the earliest expense we can claim?

Yes, back to March 3, 2021.

1. May we claim expenses that were incurred, but have not been paid, yet?

Yes, so long as funds are expensed by December 31, 2026, for expenses obligated between March 3, 2021 – December 31, 2022.

1. May we claim expenses that were incurred prior to March 3, 2021, but weren’t actually paid for until after March 3, 2021?

No.

1. Must we submit all of our claims for expenses at once? What if we discover additional expenses in the future?

No, you do not have to submit documentation all at once, but you must submit documentation evidencing obligation of funds by June 30, 2023, and documentation evidencing expenses for eligibly obligated funds by December 31, 2026.

1. If we have expenses that exceed our allotment, may we claim them all, even if we are only eligible to receive an amount up to our allotment?

You may submit documentation of such expenses, but DHS may require additional documentation or clarification to resolve your claims.

1. What if we claim expenses that are deemed ineligible? May we appeal?

While there is not a formal appeal process applicable to this program, DHS will make diligent efforts to work with eligible facilities toward resolution of outstanding issues.

1. If expenses are deemed ineligible and we have more than enough uncompensated expenses to cover our full allotment, may we submit additional documentation to cover the amounts for expenses deemed ineligible?

Yes.

1. May we apply expenses to screeners?

Eligible expenses include those required to recruit or retain healthcare staff. All staff employed by an eligible hospital are deemed healthcare staff and, therefore, expenses related to the recruitment or retention of screeners would qualify.

1. May we apply expenses to contractors?

Eligible expenses include those required to recruit or retain healthcare staff.

1. How will we be audited?

Auditing for this program may be undertaken by any or all of the following: the Arkansas Department of Human Services (DHS), the DHS Office of Payment Integrity and Internal Audit (OPIA), the Arkansas Office of the Medicaid Inspector General (OMIG), the Arkansas Attorney General, the U.S. HHS Center for Medicare and Medicaid Services (CMS), or law enforcement. Compliance with such audits is a requirement for participation in this program and funds may be recovered from facilities that fail to comply with such audits.

1. If we’re owned by an out-of-state corporate entity, must our expenses be tied to our Arkansas operations?

Yes.

1. Is this a one-step, two-step, or multi-step process?

Broadly speaking, administration of this program involves a multistep process comprising an initial phase, in which facilities claim an amount of funding up to limit for which they are eligible, and a subsequent phase, in which facilities provide proof of both the obligation for and payment of eligible costs. There are various dates and deadlines associated with the claiming of allotments, obligation of expenses, and payment for expenses. DHS encourages you to thoroughly review the program guidance and FAQ’s related to this program, and to reach out with any lingering questions or concerns.