1. Who is eligible to receive in ARPA funding?

Providers must be a DHS licensed skilled nursing facility and certified to participate in Medicaid (or Medicaid and Medicare). Participating nursing facilities may be privately owned, county or municipal-owned, or state-owned. Providers must timely submit a Medicaid cost report for SFY 2021. A Medicaid cost report for SFY 2022 is also required if any ARPA funds requested or received are attributable to SFY 2022. Providers must have served Medicaid beneficiaries in SFY 2021 and agree to continue accepting and serving Medicaid patients during the public health emergency. Providers must agree to cooperate with any state or federal audit and provide DHS with access to financial records.

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

For the biohazardous medical waste and COVID-19 testing program, nursing facilities are eligible to receive an amount up to their allocated budget determined by the facility’s number of licensed beds. For the assistance with increased need for staff program, nursing facilities will receive $2,000 per occupied licensed bed. For the temporary assistance with unreimbursed fixed property costs, nursing facilities will receive a payment that is the difference between the 2021 property component per diem and a revised property component assuming a change in the per bed value and a reduction in the minimum occupancy to 50%.

1. How do I claim my allotment?

Nursing facilities 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?

You must submit documentation evidencing obligation of funds for the biohazardous medical waste and COVID-19 testing by February 28, 2023. You must submit documentation evidencing obligation of funds for the unreimbursed fixed property cost by August 21, 2022.

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. For the biohazardous medical waste and COVID-19 testing program, DMS will allocate any remaining funds as of October 6, 2021 to nursing facilities proportionately based on documented expenses above their initial allocation.

1. Is our allotment tied to the total number of beds in our facility?

The budget allocation for the biohazardous waste and COVID-19 testing program is based on the number of licensed beds as determined by the Office of Long Term Care. The calculation of the assistance with increased need for Staff program also uses the number of licensed beds as determined by the Office of Long Term Care.

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 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 for the biohazardous medical waste and COVID-19 testing by February 28, 2023. You must submit documentation evidencing obligation of funds for the unreimbursed fixed property cost by August 21, 2022.

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 only DHS may require additional documentation or clarification for ambiguous or

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, if submitted by September 30, 2021

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: DHS, OPIA, OMIG, the AR AG, 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.