**FCC COVID-19 TELEHEALTH PROGRAM APPLICATION INFORMATION**

Official information about the COVID-19 FCC Telehealth Program can be found [here](https://docs.fcc.gov/public/attachments/FCC-20-44A1.pdf) and [here](https://www.fcc.gov/document/guidance-covid-19-telehealth-program-application-process).

This document is meant to serve as a guide to help healthcare providers prepare to submit an application to compete for the FCC’s COVID-19 TELEHEALTH PROGRAM awards.

**What the FCC Telehealth Program Funds.** The awards provide support to purchase telecommunications, information services, and connected devices to provide connected care services in response to the coronavirus pandemic. Only monitoring devices (e.g., pulse-ox, BP monitoring devices), that are themselves connected can be purchased with funds. The awards will not fund unconnected devices that patients can use at home and then share the results with their medical professional remotely. The COVID-19 Telehealth Program can be used on any patient (not just COVID-19 patients) as long as program funds are used “to prevent, prepare for, and respond to coronavirus.”Awards will be based on the estimated costs of the supported services and connected devices applicants intend to purchase. Applicants are not required to use the funds to purchase only the services and connected devices identified in their applications -- any necessary eligible services and connected devices may be purchased. Applicants that have exhausted initially awarded funding may request additional support. No more than $1 million will be awarded to any single applicant.

Examples of services and devices that funding may be applied for include:

• Telecommunications Services and Broadband Connectivity Services: Voice services, and Internet connectivity services for health care provider or their patients.

• Information Services: Remote patient monitoring platforms and services; patient reported outcome platforms; store and forward services, such as asynchronous transfer of patient images and data for interpretation by a physician; platforms and services to provide synchronous video consultation.

• Internet Connected Devices/Equipment: tablets, smart phones, or connected devices to receive connected care services at home (e.g, broadband enabled blood pressure Federal Communications Commission DA 20-394 4 monitors; pulse-ox) for patient or health care provider use; telemedicine kiosks/carts for health care provider site.

**Priority.** Funding will be targeted towards areas that have been hardest hit by COVID-19, not by specific medical conditions, patient populations, or geographic areas but it isstrongly encouraged that selected applicants target their funding to high-risk and vulnerable patients. Health care providers that have been under pre-existing strain (e.g., large underserved or low-income patient population; health care provider shortages; rural hospital closures; limited broadband access and/or Internet adoption) should document these factors in their applications.

**Application Submission.** The FCC’s Wireline Competition Bureau (Bureau) will review applications and funding awards for the COVID-19 Telehealth Program on a rolling basis until the funding is exhausted or until the current pandemic has ended. The Bureau will release a Public Notice and post information about the web address and opening date for the application portal on the Commission’s Keep Americans Connected page: <https://www.fcc.gov/keep-americansconnected>. The bureau will provide an application form titled “COVID-19 Telehealth Program Application and Request for Funding” and applicants will be required to complete each section of the application and make the required certifications at the end of the application. COVID-19 Telehealth Program applications must reference WC Docket No. 20-89, and must be filed electronically using the Internet by accessing ECFS, <https://www.fcc.gov/ecfs>. Applicants must also send a courtesy copy of their application via email to EmergencyTelehealthSupport@fcc.gov.

**Steps for Submitting an Application***.* There are four steps interested providers can take immediately to prepare to submit an application for the COVID-19 Telehealth Program:

(1) obtain an eligibility determination from the Universal Service Administrative Company (USAC; see Eligibility section in this doc);

(2) obtain an FCC Registration Number (FRN; see Obtaining an FCC Registration Number section in this doc);

(3) prepare application responses (see Application Information section in this doc) and

(3) register with System for Award Management (see System for Award Management section in this doc).

*1. Eligibility.*

Nonprofit and public eligible health care providers that fall within the categories are eligible: (1) post-secondary educational institutions offering health care instruction, teaching hospitals, and medical schools; (2) community health centers or health centers providing health care to migrants; (3) local health departments or agencies; (4) community mental health centers; (5) not-for-profit hospitals; (6) rural health clinics; (7) skilled nursing facilities; or (8) consortia of health care providers consisting of one or more entities falling into the first seven categories.

Health care providers that do not already have an eligibility determination must obtain one by filling an FCC Form 460 with the Universal Service Administrative Company and should do so immediately. They can still submit applications for the COVID-19 Telehealth Program while their FCC Form 460 is pending.

The FCC Form 460 can be found at: <https://www.usac.org/rural-health-care/resources/forms/>.

The FCC Form 460 requires applicants to provide basic information about the individual health care provider, such as:

• Address and contact information;

• Health care provider type;

• Brief explanation as to why the health care provider is eligible under the categories in section 254(h)(7)(B) of the Communications Act;

 • Health care provider identifying number, such as a National Provider Identifier (NPI) code and/or taxonomy code; and

• Supporting documentation demonstrating the health care provider’s eligibility. Consortium applicants may file an FCC Form 460 on behalf of member health care providers if they have a Letter of Agency.

The FCC Form 460 is also used to provide certain basic information about consortia to USAC, including:

• Lead entity (Consortium Leader);

• Contact person within the lead entity (the Project Coordinator); and

• Health care provider sites that will participate in the consortium.

Contact USAC for specific questions about eligibility and completing the eligibility form (FCC Form 460) via telephone at (800) 453-1546 or via email at: [RHC-Assist@usac.org](RHC-Assist%40usac.org).

*2. Obtaining an FCC Registration Number (FRN).*

All applicants, like all other entities doing business with the Commission, must register for an FRN in the Commission Registration System (CORES) and should register now to obtain one. An FRN is a 10-digit number that is assigned to a business or individual registering with the FCC. This unique FRN is used to identify the registrant’s business dealings with the FCC. To register with CORES, please use the following link: <https://apps.fcc.gov/cores/userLogin.do>.

The first step to setting up an account in CORES is creating a username and account in the FCC User Registration System. Before the account is activated, the user will receive an automated email titled “FCC Account Request Verification” and must verify its account email address as prompted. Once the user is logged in to CORES, the user should select the “Register New FRN” or “Associate Username to FRN” option as applicable from the menu options that appear and provide the information as prompted by CORES. Users will need to provide their taxpayer identification number or TIN to register. The TIN is a nine-digit number that the Internal Revenue Service (IRS) requires of all individuals, businesses, and other employers to identify their tax accounts with the IRS. Once the user provides the information required in CORES and clicks “Submit,” CORES will generate a new FRN or associate the user’s existing FRN with its account.

*3. Application Information.*

Applicants will be required to submit the following information on their application for the COVID-19 Telehealth Program and should prepare these responses now.

*Applicant Information*

• Applicant Name

• Applicant FCC Registration Number (FRN)

• Applicant National Provider Identifier (NPI)

• Federal Employer Identification Number (EIN/Tax ID)

• Data Universal Number System Number (DUNS)

A DUNS number is a unique nine-character number used to identify your organization. The federal government uses the DUNS number to track how federal money is allocated. Most large organizations, libraries, colleges, and research universities already have a DUNS number. Applicants should contact their grant administrator, financial department, chief financial officer, or authorizing official to identify their organization’s DUNS number. If your organization does not yet have a DUNS number, or no one knows it, visit the Dun & Bradstreet (D&B) website: <https://fedgov.dnb.com/webform/displayHomePage.do> or call 1-866-705-5711 to register or search for a DUNS number. Registering for a DUNS number is free of charge.

• Business Type (from Data Accountability and Transparency (DATA) Act Business Types) – Applicants may provide up to three business types

• DATA Act Service Area – This information will be required for each line item for which funding is requested. Applicants must enter name of the applicable state(s) or “nationwide”

*Contact Information*

• Contact name for the individual that will be responsible for the application

• Position title

• Phone number

• Mailing address

• Email address

*Health Care Provider Information*

• Lead health care provider name (if part of a consortium)

• Facility name

• Indicate whether facility is a hospital

• Street address, city, state, county

• FCC Registration Number (FRN)

• Healthcare provider number

• Eligibility type

 • National Provider Identifier (NPI)

• Total patient population

• Estimated number of patients to be served by the funding request (and supporting documentation)

*Medical Services to be Provided (applicants will check all that apply)*

• Patient-Based Internet-Connected Remote Monitoring

• Other Monitoring

• Video Consults

• Voice Consults

• Imaging Diagnostics

• Other Diagnostics

• Remote Treatment

• Other Services

*Conditions to be Treated with COVID-19 Telehealth Funding*

• Whether the applicant will treat COVID-19 patients directly

• Whether the applicant will treat patients without COVID-19 symptoms or conditions (applicants will check all that apply):

o Other infectious diseases

o Emergency/Urgent Care

o Routine, Non-Urgent Care

o Mental Health Services (non-emergency)

o Other conditions

• How using COVID-19 Telehealth Program funding to treat patients without COVID-19 symptoms or conditions would free up resources that will be used to treat COVID-19

*Additional Information Concerning Requested Services and Devices*

• Goals and objectives for use of the COVID-19 Telehealth Program Funding

• Timeline for deployment of the proposed service(s) or devices funded by the COVID-19 Telehealth Program

• Factors/metrics the applicant will use to help measure the impact of the services and devices funded by the COVID-19 Telehealth Program

• How COVID-19 has affected health care providers in your area

• Any additional information about the geographic area and population serve by the applicant. Indicate whether the geographic area you serve has been under any pre-existing strain (e.g., large underserved or low-income patient population; HCP shortages; rural hospital closures; limited broadband access and/or Internet adoption). If so, describe such factors

• Whether the applicant plans to target the funding to high-risk and vulnerable patients. If so, describe how

• Any additional information to support the application and request for funding

*Requested Funding Items*

• Total amount of funding requested

• Whether funding for devices is being requested.

If so:

o How are the devices integral to patient care?

o Are the devices for patient use?

o Are the devices for the health care provider’s use?

*Supporting Documentation*

• An applicant should provide supporting documentation for the costs indicated in its application. Such supporting documentation should summarize the expected costs of the eligible services and devices requested and may include documentation such as an invoice or quote from a vendor or service provider (or similar information). Such information should be specific enough to identify line-items to facilitate swift review of the application, and we encourage applicants to include information such as a description of the service or device, its eligibility category, the quantity ordered, the upfront and monthly expenses, and the service dates for recurring services.

*Additional Information*

• Applicants are required to certify that they will comply with HIPAA and other applicable privacy and reimbursement laws and regulations, applicable medical licensing laws and regulations, as waived or modified in connection with the COVID-19 pandemic, as well as all applicable COVID-19 Telehealth Program requirements and procedures, including the requirement to retain records for three years following the last date of service, subject to audit.

• Applicants will also be required to certify that they are not already receiving or expecting to receive other federal or state funding for the exact same services or devices for which they are requesting support for under this program.

*4. System for Award Management Registration.*

Applicants must be registered with the federal System for Award Management to receive payments and should register now. The System for Award Management is a web-based, government-wide application that collects, validates, stores, and disseminates business information about the federal government’s partners in support of federal awards, grants, and electronic payment processes. Applicants that are already registered do not need to re-register. Health care providers not yet registered with the System for Award Management may still submit an application and should start that registration process now (it may take up to 10 business days for your registration to become active and an additional 24 hours before that registration information is available in other government systems).

To register with the system, go to <https://www.sam.gov/SAM/> with the following information: (1) DUNS number; (2) Taxpayer Identification Number (TIN) or Employment Identification Number (EIN); and (3) Your bank’s routing number, your bank account number, and your bank account type, i.e. checking or savings, to set up Electronic Funds Transfer (EFT). You will receive a confirmation email once the registration is activated.

**Contact.** For further information, please contact Hayley Steffen, Attorney Advisor, Telecommunications Access Policy Division, Wireline Competition Bureau, [Hayley.Steffen@fcc.gov](Hayley.Steffen%40fcc.gov%20) or at (202) 418-1586.