

RURAL HEALTH CARE REIMBURSEMENT PROCESS

Healthcare Connect Fund:

The Applicant and the Service Provider must both certify the FCC Form 463 (Invoice and Request for Disbursement).

This is referred to as the SPI method of reimbursement. It is as follows:

- 1) Applicant pays non-discount share. (HCF=35%)
- 2) Applicant completes Form 463, certifies and sends to Service Provider
- 3) Service Provider reviews Form 463 for accuracy.
- 4) Service Provider certifies and submits Form 463 to USAC.
- 5) USAC pays Service Provider either by direct deposit or check.
- 6) Service Provider applies USAC received payments to applicants billing invoice
- 7) Applicant receives billing invoice with discounts.

All invoices must be received by USAC within 6 months of the end date of the funding commitment.

Telecommunications Program:

The Applicant must both certify the FCC Form 467 (Connection and Certification Form).

This is referred to as the BEAR method of reimbursement. It is as follows:

- 1) USAC issues FCL; Service Providers validate form 498 ID insuring the support will be credited correctly, reviews and agrees with accuracy of FCL.
- 2) Once services have begun, HCP completes and submits FCC Form 467 using one of the options below:
 - a) When service was provided
 - b) When service was disconnected
 - c) If service was never turned on
- 3) USAC generates HCP support schedule (HSS)
- 4) SP reviews the HSS and applies approved discounts to HCP billing account.
- 5) SP applies credits by one of the following methods:
 - a) Sending check to HCP listed on billing account
 - b) Providing credit to HCP billing account
- 6) SP submits an online invoice to USAC through the SP Portal. USAC will process within 24 hours