

Action Required Less Than One Month Left to Report in Reporting Period 3

You have been identified as a provider that is required to submit a report on use of funds during Provider Relief Funds (PRF) Reporting Period 3 (RP3). Providers who received one or more payments totaling greater than \$10,000 in the aggregate during a Payment Received Period must use the funds by the Deadline to Use Funds and must report for each applicable Reporting Period, as outlined in the [Post-Payment Notice of Reporting Requirements](#). **Our records indicate your organization started, but has not submitted a final report as of September 2, 2022.**

Providers must submit a completed report by September 30, 2022 at 11:59 p.m. ET, or they will be required to return all funds to be compliant with RP3.

By keeping your PRF payment(s), you attested to [Terms and Conditions](#), which includes a requirement to report on the use of the payment(s) in order to comply with the legal requirements of the CARES Act, which establishes that recipients of PRF payments must submit reports and maintain relevant documentation.¹

If you have submitted a completed PRF report since September 2, 2022, you may disregard this email. Thank you for complying with your PRF Reporting requirements.

Next Steps

Complete all required fields in the [PRF Reporting Portal](#) and submit a report on use of funds by September 30, 2022 at 11:59 pm ET to comply with the reporting requirements outlined in the Terms and Conditions.

After submitting your report, your organization must return any unused funds within 30 days after the end of Reporting Period 3. For more information on returning all or a portion of your payments via Automated Clearing House (ACH) or check, visit the [PRF Reporting Portal](#) or refer to the [Returning Funds Webpage](#) for more details and instructions on returning funds to HRSA.

Where can I find my payment information?

Please check your banking records or ask your accountant. If you received your PRF payment by ACH deposit, the addenda description will include *HHS.GOV*866-569-3522. The ACH settlement date is the day of the deposit.

Providers who received a check payment should call the Provider Support Line to retrieve their payment information. The support line's number is provided at the end of this email.

What happens if I do not meet the September 30th deadline?

Providers who fail to submit a completed report by the September 30, 2022 deadline, will be subject to further enforcement actions such as repayment or exclusion from receiving and/or retaining future PRF payments. For more details, review the [Non-Compliance Webpage](#).

If You Have Filed a Bankruptcy Petition:

¹ See Coronavirus Aid, Relief, and Economic Security Act ("CARES Act"), Pub. L. 116-136.

If you have filed a bankruptcy petition or are involved in a bankruptcy proceeding, federal financial obligations will be resolved in accordance with the applicable bankruptcy process, the Bankruptcy Code, and applicable non-bankruptcy federal law. Accordingly, we request that you immediately notify HRSA about your bankruptcy petition or involvement in a bankruptcy proceeding so that we may take the appropriate steps. When notifying HRSA about a bankruptcy, please include the name that the bankruptcy is filed under, the docket number, and the district where the bankruptcy is filed. You may submit this information to PRFbankruptcy@hrsa.gov.

More Information

- [Nursing Home Infection Control Distribution Webpage](#)
- [Lost Revenues Webpage](#)
- [PRF Portal Reporting User Guide – Reporting Period 3](#)

Previously recorded RP3 technical assistance webcasts:

- [PRF RP3: Portal Introduction for New Reporting Entities](#) (July 12, 2022)
- [PRF RP3: Information for Returning Reporters](#) (July 13, 2022)
- [Nursing Home Infection Control](#) (February 17, 2022)

For questions on reporting or how to return unused funds, you may call the Provider Support Line at (866) 569-3522, for TTY dial 711. Hours of operation are 8 a.m. to 10 p.m. CT, Monday through Friday.