Goals for Today

- HRSA expectation of meeting the needs assessment requirement
- Understand what a needs assessment is
- How to use the needs assessment
Program Requirements

Health centers are non-profit private or public entities that serve designated medically underserved populations/areas or special medically underserved populations comprised of migrant and seasonal farmworkers, the homeless or residents of public housing. A summary of the key health center program requirements is provided below. For additional information on these requirements, please review:

- Program Regulations: [42 CFR Part 51c](http://bphc.hrsa.gov/about/requirements/index.html) and [42 CFR Parts 56.201-56.604](http://bphc.hrsa.gov/about/requirements/index.html)
- Grants Regulations: [45 CFR Part 74](http://bphc.hrsa.gov/about/requirements/index.html)

Program Requirements

**NEED**

**SERVICES**
Requirement:

- Health center demonstrates and documents the needs of its target population, updating its service area, when appropriate.

(Section 330(k)(2) and section 330(k)(3)(J) of the PHS Act)
HRSA Guidance on Needs Assessment

• Health center performs periodic needs assessments.
• Assessments document the needs of its target population in order to inform and improve its delivery of appropriate services.
• A needs assessment typically includes, but is not limited to, data on:
  – Population to Primary Care Physician FTE ratio.
  – Percent of population at or below 200% of poverty.
  – Percent of uninsured population.
  – Proximity to providers who accept Medicaid and/or uninsured patients.
  – Health indicators (e.g., diabetes, hypertension, low birth weight, immunization rates).
Documents to Review Onsite or in Advance: 1) Most recent needs assessment(s) 2) Service area map 3) UDS patient origin data 4) Health center’s list of sites with service area zip codes (Form 5B)


<table>
<thead>
<tr>
<th>Requirement</th>
<th>Question</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>Health center has a documented assessment of the needs of its target population, and has updated its service area when appropriate.</td>
<td>Does the health center have a written needs assessment?</td>
<td></td>
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<tr>
<td></td>
<td>Does the health center have a defined service area? Is this defined service area consistent with its patient origin data in UDS?</td>
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EXAMPLE 1

Findings/Factors: REQUIREMENT MET

A comprehensive Community Needs Assessment was conducted in 2012, and included published statistical data, internal data and focus group feedback. This data was referenced in the Service Area Competition application and was used in the Strategic Planning process conducted in the fall of 2012.

The grantee has made operation and strategic changes to services based upon prior Needs Assessment. Strategic planning includes results from the Needs Assessment.
EXAMPLE 2

Findings/Factors: REQUIREMENT NOT MET

The grantee does not have a documented needs assessment and neither the staff nor board know when a needs assessment was last completed.
Board Do’s and Don’ts

Don’t:
- Get bogged down in the day-to-day work of completing a needs assessment

Do:
- Make sure the health center staff is completing an assessment at least every three years
- Be clear on expectations of CEO
- Review the assessment – ask questions
- Use the assessment to make strategic decisions
Needs Assessment Basics

- **How often?**
  - Every three years is ideal
  - More frequently if major change in population/service area
  - Align with HRSA Service Area Competition application and health center strategic planning efforts

- **How to complete to assessment?**
  - Independently as a Health Center
    - Health center staff or hire a consultant
    - Assistance from universities or colleges
    - Small committee of health center staff
  - Partner with Local Stakeholders
    - Hospitals, local public health, social services, others
    - Recent assessments conducted by other organizations
What to Include in the Assessment

- **Data**
  - Form 9: Need for Assistance Worksheet
  - Barriers to Care – e.g. insurance status, poverty rate
  - Health Indicators – e.g. diabetes, cancer screening, child health, dental, behavioral health

- **UDS Data**

- **Patient surveys**

- **Community surveys**

- **Focus groups**
  - Patients
  - Partners
  - Stakeholders

- **Discussions with key partners**

- **Inventory of other service providers**
### UDS Mapper – udsmapper.org

#### Explore Service Area Tool

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<thead>
<tr>
<th>ZCTA</th>
<th>City Name</th>
<th>Total Population, 2008-2012</th>
<th>Low-Income Pop, 2008-2012</th>
<th>Total # Health Center Patients, 2013</th>
<th>Unserved (by Health Centers) Low-Income</th>
<th>Health Center Penetration of Low-Income</th>
<th>Health Center Penetration of Total Pop</th>
<th>% Pop in Poverty, 08-12</th>
<th>% Low-Income Pop, 08-12</th>
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<td>Linn Grove</td>
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<td>5.02 %</td>
<td>12.09 %</td>
<td>36.28 %</td>
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</table>
Recap/Things to Consider

- Look beyond your health center patients
- Other non-health center providers
- Changing demographics
- Economic shifts
- Natural disasters
- Special populations
  - Homeless, migrant/seasonal farmworkers, public housing
Needs Assessment Report

- Background/Introduction to the Needs Assessment
- Methods Used to Collect Data
- Key Findings or Conclusions
- Recommendations

*Source: Health Outreach Partners*
Board Action

- CEO reports findings and makes recommendations to Board
  - Consider Ad Hoc Committee
- Board makes decisions based on assessment
  - Review recommendations from CEO/Ad Hoc Committee
  - Consider financial impact of making changes or NOT making changes
Assessment into Action

- Service Area Competition (SAC)
- Services – add/change/eliminate
- Service Area – add new sites/expand service area

Funding Opportunities
- New Access Point
- Expanded Services
- Construction/renovation
- Other funding opportunities

- Marketing & Education
- Strategic Planning
Examples

- Dental Needs
- Patients from outside your service area
Board Do’s and Don’ts

Don’t:
- Get bogged down in the day-to-day work of completing a needs assessment

Do:
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- Be clear on expectations of CEO
- Review the assessment – ask questions
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Resources

- HRSA Site Visit Guide
  - http://bphc.hrsa.gov/about/requirements/

- UDS Mapper
  - www.udsmapper.org

- Health Outreach Partners Toolkit
  - https://www.outreach-partners.org

- Michigan Primary Care Association

*Coming Later This Year: HRSA/BPHC Program Requirements Manual*
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