



STATE OF MICHIGAN  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
LANSING

GRETCHEN WHITMER  
GOVERNOR

ELIZABETH HERTEL  
DIRECTOR

August 4, 2022

Attention: Nursing Home Providers

From: Michigan Department of Health and Human Services (MDHHS)

RE: Public Act 9 of 2022 - Health Care Recruitment, Retention, and Training Fund

The purpose of this communication is to share additional information regarding the Public Act 9 of 2022 Health Care Recruitment, Retention, and Training Fund dollars that the Department will be making available before December 1, 2022 to qualified facilities that accept the terms for distribution outlined below and submit this signed letter and their proposal by 5:00pm, August 31, 2022 to [MDHHS-PA-009-SEC-306@MICHIGAN.GOV](mailto:MDHHS-PA-009-SEC-306@MICHIGAN.GOV).

The funding being used for this project is Federal State and Local Fiscal Recovery Funds (SLFRF). Payments from the State and Local Fiscal Recovery Fund may only be used to cover expenditures that are responding to the public health and negative economic impacts of the pandemic. Related federal guidance including the Final Rule, FAQs, and reporting requirements can be found at <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds>. **SLFRF is federal funding and, as such, funds from this project cannot be used to pay expenses that will be or have been reimbursed by another federal program.**

*Allowable Activities and Conditions of Funding*

Funding from this pool is available to CMS-certified post-acute care providers to support the activities below:

- Health coverage and benefit enhancements
- Implementing a CNA recruitment, mentorship and/or preceptor program leveraging experienced CNAs working in the facility/organization
- Developing and implementing ongoing professional training programs (i.e. community college partnerships, on the job training or paid training).
- Supporting staff participation in professional development activities through the provision of wraparound supports like child care, transportation, career counseling and coaching
- Establishment of peer support programs

Post-acute care providers that wish to be considered for funding from this pool, totaling \$67 million, must submit a brief (no more than five page) narrative and proposed reasonable budget, by location, detailing how these dollars will be utilized to support the aforementioned activities. Incomplete applications will be returned to the facility and may be resubmitted. The corrected application must be resubmitted within 5 business days of notification by MDHHS. Once the provider is notified that their proposal has been approved, they will receive this document back with DHHS acceptance and approved amount. An initial advance representing 25% of their proposal will be provided prior to December 1, 2022. Facilities will need to submit monthly requests for actual expenses incurred for the period to receive reimbursement. **Initial monthly reimbursement requests will be offset against the advancement amount until costs associated with the advance are fully accounted for.**

Acceptance of this payment constitutes agreement to:

- Agreement to request funding for only actual expenses that have not been reimbursed by other funding.
- Dedicate this funding to one of more of the aforementioned efforts supporting recruitment, retention, and training of the facility's frontline workers, i.e. housekeeping, laundry, activity aides, maintenance, non-administrative nursing staff, etc. **This does not include administrative and administrative support staff.**
- Account for expenditures associated with this additional COVID-19 reimbursement and be able to provide documentation to support expenditures. September reimbursement requests must be submitted by September 15, 2023 and September 15, 2024. A final reporting of all expenditures through September 30, 2024 is due by October 5, 2024. These expenditures may be subject to audit.
- Register and maintain active registration with the Federal System for Award Management (SAM) and provide the related Unique Entity Identifier (UEI) number to MDHHS. The SAM website is <https://sam.gov/content/home>. The direct hyperlink for SAM.gov registration is <https://sam.gov/content/entity-registration>.
- Report the overall efficacy of this funding to MDHHS, which must include at a minimum: outcome of recruitment efforts, retention efforts, and training efforts to reduce statewide health care shortages. A reporting format will be provided by September 30, 2022; reporting must be submitted by September 15, 2023, and September 15, 2024 or any future reimbursements could be jeopardized. Final reporting will be due October 5, 2024.

- Assure that the facility's investments in recruitment and retention occurred after December 1, 2021.
- Assure that the facility's COVID-19 vaccination policy is compliant with all requirements noted in Section 306 of [PA 9 of 2022](#).
- Assure an employee's vaccination status is not used as factor for distributing program funds.

#### Use of Funds Restrictions

- A recipient may not use SLFRF funds for a program, service, or capital expenditure that includes a term or condition that undermines efforts to stop the spread of COVID-19. A program or service that imposes conditions on participation or acceptance of the service that would undermine efforts to stop the spread of COVID-19 or discourage compliance with recommendations and guidelines in CDC guidance for stopping the spread of COVID-19 is not a permissible use of SLFRF funds.
- A recipient may not use SLFRF funds in violation of the conflict of interest requirements contained in the Award Terms and Conditions or the Office of Management and Budget's Uniform Guidance, including any self-dealing or violation of ethics rules. Recipients are required to establish policies and procedures to manage potential conflicts of interest.
- Recipients should also be cognizant that federal, state, and local laws and regulations, outside of SLFRF program requirements, may apply. Furthermore, recipients are also required to comply with other federal, state, and local background laws, including environmental laws and federal civil rights and nondiscrimination requirements, which include prohibitions on discrimination on the basis of race, color, national origin, sex, (including sexual orientation and gender identity), religion, disability, or age, or familial status (having children under the age of 18).
- The following activities are **not** eligible with use of SLFRF Funds:
  - To supplement the hiring of temporary workers to fill available positions due to labor disputes
  - Violation of conflict-of-interest hiring practices
  - Cash recruitment bonuses
  - Cash retention bonuses

Repayment for ineligible SLFRF expenditures or under spending

Any funds received under the authorizing legislation for this program expended by the eligible applicant in a manner that does not adhere to the American Rescue Plan Public Law 117-2 or Public Act 09 of 2022, section 306, as applicable, shall be returned to the state. If it is determined that an eligible applicant receiving funds under this act expends any funds under this act for a purpose that is not consistent with the requirements of the American Rescue Plan Public Law 117-2 or Public Act 09 of 2022, section 306, or this agreement, the Michigan Department of Health and Human Services will initiate recoupment/offset processes. The state budget director is authorized to withhold payment of state funds, in part or in whole, payable from any state appropriation.

Questions on this communication can be sent to [MDHHS-PA-009-SEC-306@MICHIGAN.GOV](mailto:MDHHS-PA-009-SEC-306@MICHIGAN.GOV).

By signing and dating below, the individual or officer signing this letter certifies by his or her signature that he or she is authorized to sign this letter on behalf of the nursing home, responsible governing board, official and/or contractor(s), and agrees to abide by the all current and future Health Care Recruitment, Retention, and Training Fund payment guidance and all reporting requirements provided by the Michigan Department of Health and Human Services. The department will continue to communicate to providers on any additional steps that may need to be taken related to COVID-19 funding. This funding is associated with Assistance Listing Number 21.027; however, your facility is considered a beneficiary; as such, this funding is not subject to single audit. Please return this completed letter to [MDHHS-PA-009-SEC-306@MICHIGAN.GOV](mailto:MDHHS-PA-009-SEC-306@MICHIGAN.GOV) **with a brief (no more than five page) narrative and proposed budget detailing how these dollars will be utilized to support the core funding objectives**, so that we can begin processing your payment.

<b>Nursing Home Representative Signature</b>	<b>Date</b>	<b>Unique Entity Identifier (UEI)</b>
<b>Nursing Home SIGMA Vendor ID</b>		<b>Nursing Home SIGMA Address Code</b>
<b>DHHS Acceptance Signature</b>	<b>Date</b>	<b>Approved Amount</b>