

# MEMORANDUM

## Texas Department of Human Services \* Long Term Care/Policy

**TO:** LTC-R Regional Directors  
Section/Unit Managers

**FROM:** Marc Gold  
Section Manager  
Long Term Care - Policy  
State Office MC: W-519

**SUBJECT:** Regional Survey & Certification Letter #98-12

**DATE:** September 15, 1998

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The attached RS&C Letter is being provided to you for information purposes and should be shared with all professional staff.

- RS&C Letter No. 98-12--Current MUA/MUP list and access to HPSA List Via Internet; Call Marc Gold, LTC Policy Section Manager, (512) 438-3161.

If you have any questions, please direct inquiries to the individuals or sections listed above.

~Original Signature on File~

Marc Gold

Attachment

**DEPARTMENT OF HEALTH & HUMAN SERVICES**  
**Health Care Financing Administration**

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Region VI  
1301 Young Street, Room 833  
Dallas, Texas 75202

July 28, 1998

REGIONAL SURVEY AND CERTIFICATION LETTER NO: 98-12

To: All State Survey Agencies (Action)  
All Title XIX Single State Agencies (Information)

Subject: Current MUA/MUP list and access to HPSA List Via Internet

Please find enclosed the most current list of shortage areas provided by the Health Resources and Services Administration (HRSA). The list combines both Medically Underserved Areas (MUAs) and Medically Underserved Populations (MUPs). However, MUPs are not eligible for participation in the rural health clinic (RHC) program. This MUA/MUP list includes reviews through 06/18/98.

We have not included a Health Professional Shortage Area (HPSA) list. HRSA has requested that we utilize their Internet site (<http://www.bphc.hrsa.dhhs.gov>) which lists current HPSAs through May 30, 1998.

For your reference, you will find the previously distributed guidance sheet for MUA/MUP and HPSA lists.

If you have any questions, please contact Jann Caldwell at (214) 767-4401.

Sincerely,

~Signature on File~

Molly Crawshaw, Acting Chief  
Survey and Certification Operations Branch

Enclosure

## **Regional Office Guidance Sheet: Use of the MUA/MUP and HPSA Lists**

**May 11, 1998**

The MUA/P and HPSA list provided to each HCFA regional office on a quarterly basis beginning December 31, 1997, will be the most current listing available for you and the State agencies in your region. The descriptions below will help you understand these MUA/P and HPSA lists. We have highlighted those categories specifically relevant to the rural health clinic (RHC) program.

Designation review requests, made by either existing and/or new RHC applicants, are managed by the Health Resources and Services Administration, Bureau of Primary Health Care (BPHC), Division of Shortage Designation. Guidelines and procedures for requesting a HPSA designation are available at BPHC's Word Wide Web Site <<http://www.bphc.hrsa.dhhs.gov>>. Guidelines and procedures for requesting a MUA designation are soon to be available at this web site.

### **Columns on the MUA/P Report Relevant to RHCs**

<b>MUAs</b>	<u>Medically Underserved Areas</u> : For RHC purposes, MUAs qualify as a shortage area.
<b>MUPs</b>	<u>Medically Underserved Populations</u> : For RHC purposes, MUPs <u>do not</u> qualify as a shortage area. Refer to August 23, 1995, memorandum to Associate Regional Administrator (Regions I-X) clarifying this issue.
<b>State</b>	The MUA/MUP list is presented alphabetically by State.
<b>County</b>	The list is presented alphabetically by County within each State. The first three digits indicate county code; the county name is listed next to county code. Each county listed is wholly or partially designated.
<b>C.T.</b>	<u>Census tract</u> : If no census tract (C.T.) numbers appear beside the county name, then the entire county is designated. If one or more census tracts are listed following the county name, only those portions listed are designated. This would be listed in a separate column to the right of MCD/CCD. <sup>1</sup>
<b>MCD/CCD</b>	<u>Minor Civil Division and Census County Division</u> : If no minor civil division/Census county division (MCD/CCD) names appear beside the county name, then the entire county is designated. If one or more divisions are listed following the county name, only those portions listed are designated. An "inner city" area designation qualifies as an MUA, but is not likely to meet the "non-urbanized" location requirement of the RHC program. Please see <a href="#">footnote 1</a> .
<b>IMU</b>	<u>Index of medical underservice</u> : After each county name, C.T. number, or MCD/CCD name, its IMU score is listed. An MUA/P must have an IMU score of 62.0 or less to qualify as a shortage area. Those whole or partial-county designations with "GOV" in the IMU SCORE column are Governor-requested MUPs and <u>do not qualify</u> as a shortage area for purposes of the RHC program.
<b>Date of change</b>	<u>Date county was last updated</u> : If no date appears beside the county, the designation was made in 1982 or earlier. Otherwise, the most current date of change is noted <sup>2</sup>

## Columns on the HPSA Report Relevant to RHCs

All current health professional shortage areas (HPSAs), except for those described as other facility (OFAC) or prisons (PRSN), qualify as meeting the shortage area designation required for purposes of the RHC program. Please see [footnote 2](#).

**Type** Indicates the area that has been determined to be underserved: HPSA's categorized under OFACs and PRSNs do not qualify for purposes of the RHC program.

CO = whole county  
AREA = service area  
POP = population group  
CT = census tract  
MCD = minor civil division  
OFAC = other facility  
PRSN = prisons

**MET N/M** Not relevant to RHC program: Indicates whether an area has been designated by the Office of Management and Budget as a metropolitan area or a non-metropolitan area: **M**= metropolitan statistical area; **F**= frontier (7 or less people per square mile); if no code appears the area is a non-metropolitan statistical area. This component has no relevance to the RHC program as HCFA relies on the Census Bureau's definition of urban and non-urban to determine if a clinic is located in a rural area.

### **HPSAID ST/CNTY**

Indication of state and county code: HPSAID means HPSA identification number. The first five digits of this number, under "ST/CNTY" is the PIPS State and county code. The first two digits are the State code, while the last three digits are the county code. If the last three digits are "999" then this is an "other than whole county" designation.

### **HPSAID SER AREA**

Not relevant to RHC program: Service area: A four digit county code is assigned to each designated service area not defined as a single county, so that the information in HRSA's files on areas composed of more than one geographical unit can be aggregated. The first two digits of this code again represent the State code. The next two digits consist of an arbitrary but unique alphanumeric code assigned to each service areas. At the end of each State section, aggregate figures for each non-single county service area are presented by service area ID code.

### **COUNTY/HPSA COMPONENT NAME**

References to areas designated: This component lists by census tract or county name the area designated as a HPSA.

### **DESIG STATUS**

Designation status: **Only those areas with a "D" or "P" or "N" have been designated as primary medical care HPSAs and qualify for purposes of the RHC program.** A "D" in this column indicates those areas which have been designated as primary medical care

HPSAs. An "R" indicates that a request for designation was rejected but that the record has been updated from the data received in that request. A "P" indicates that a designation was proposed for withdrawal from the listing of HPSAs based on data indicating the HPSA no longer met the designation criteria. An "N" indicates a HPSA was proposed for withdrawal due to a lack of current data. A "W" indicates that the area had at one time been designated, but that the designation was later withdrawn. A "U" indicates that the population and number of FTE primary care physicians have been updated from State or local data, but no designation has been made. **If the designation reads "P or N" this area will likely be withdrawn within the next year and will not be eligible for the RHC program.** A "P" or "N" only becomes a "W" when notification is published in the Federal Register.

D = designated

P = proposed withdrawal (based on review of data)

N = proposed withdrawal (no data received in annual review cycle)

P = reviewed

R = rejected

W = withdrawn

#### DESIGNATION DATE

Date area was first approved as a health professional shortage area: For RHC program purposes, this is particularly relevant for new HPSA designations made less than three years ago.

#### UPDATE DATE

Date HPSA was last reviewed: Please see [footnote 2](#).

#### FTE

**Not relevant to RHC program:** Full-time equivalents (FTE): Number of primary care physicians available in the area designated as underserved on a full-time basis.

#### POPULATION

Size of population in the area: For designated, updated, withdrawn or rejected areas, this column contains the population of the area as accepted from data provided by designation applicants at the time of designation, update, withdrawal, or rejection. For RHC purposes, you should still rely on data from the Census Bureau in determining whether an area is urban or non-urbanized.

#### RATIO POP/FTE

**Not relevant to RHC program:** Ratio of population in the area divided by number of FTE primary care physicians.

#### % POP BELOW

**Not relevant to RHC program:** Percent of population below the rate of poverty: For counties, this column shows the percent of the population below the poverty level from the most current Census. For service areas, this column should show the latest poverty data for the area at the time the area was most recently designated or updated.

## **INF MORT RATE**

**Not relevant to RHC program:** Infant mortality rate: For counties, this column shows the infant mortality rate in infant deaths per thousand live births for the latest available five-year period. For service areas, this column should show the latest infant mortality data for the area at the time the area was most recently designated or updated.

## **BIRTH RATE**

**Not relevant to RHC program:** The number of births per year per 1,000 women aged 15-44.

## **# PHYSICIANS SHORT**

**Not relevant to RHC program:** The computed number of primary care physicians needed to satisfy the shortage area requirements.

## **DEGREE OF SHORTAGE**

**Not relevant to RHC program:** All designated areas are assigned a degree-of-shortage consistent with the criteria. This column shows which of the four degrees of shortage the area was assigned to, if designated. Level 1 indicates highest degree of shortage.

## **Guidance on Governor's Designation**

HRSA approves the methodology used by the Office of the Governor to designate certain areas as having a shortage of medical service in a State. If the Governor's designation in a specific State is outdated, a new applicant requesting participation in the RHC program, should contact the Office of the Governor to learn what the latest criteria are for this designation and submit a request for review with appropriate data to the Office of the Governor. Once the request for review is received and reviewed, the Office of the Governor will submit the request to HRSA for final determination. Once HRSA determines that the methodology was accurately applied, it will issue a letter back to the Governor's Office of its decision. If HRSA certifies that the location of the clinic meets the approved methodology, the RHC applicant should supply this approval letter to the State Survey Agency for processing of the RHC application. Please note, not all States have a Governor's designation. The State survey agencies in each of your regions are responsible for ensuring that these designations are current before processing an application. Please see [footnote 2](#).

You have not been provided with any specific list describing States with a Governor's designation. Based on discussions with regional office staff, we believe the following States listed below have a Governor's designation:

Vermont  
West Virginia  
Illinois  
Michigan (withdrawing methodology; valid for current RHCs)  
Iowa  
Kansas  
Nebraska  
Oregon  
Washington

<sup>1</sup> Those counties or groups of C.T.s or MCDs, identified as low-income (LOW INC), Medicaid, Medi-Cal, medically indigent population (MIP), or poverty (POV) population are MUPs and are not eligible for purposes of the RHC program.

<sup>2</sup> A designation is not current unless it has been made or reviewed by HRSA in the last three years. (Current calendar year plus three previous years). Refer to February 6, 1998, memorandum to Associate Regional Administrator (Regions I-X) clarifying how a new applicant may request a review.