

# Provider Relief Fund Reporting Requirements and Auditing

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## July 07, 2022

### Reporting Period 3 Is Open

Providers who are required to report during Reporting Period 3:

- ⇒ The PRF Reporting Portal opened for Reporting Period 3 (RP3) on July 1, 2022 and will remain open through September 30, 2022 at 11:59 p.m. ET.
- ⇒ Providers who received one or more General and/or Targeted PRF payment(s) exceeding \$10,000, in the aggregate, from January 1, 2021 to June 30, 2021 must report on their use of funds in RP3.
- ⇒ The deadline to use funds for Payment Received Period 3 was June 30, 2022.
- ⇒ Review the [Post-Payment Notice of Reporting Requirements](#) (PDF – 232 KB)

### Request to Report Late Due to Extenuating Circumstances

Providers who experienced one or more extenuating circumstances that prevented them from submitting a completed Provider Relief Fund (PRF) Report in Reporting Periods 1 and/or 2 (RP1 and RP2) by the deadline had the opportunity to submit a Request to Report Late Due to Extenuating Circumstance. **The opportunities to submit late reports for RP1 and RP2 have passed.**

Providers who did not submit an RP1 report by the deadline and returned funds prior to HRSA announcing the Request to Report Late Due to Extenuating Circumstances process have a one-time opportunity to have their RP1 PRF payment(s) reissued. The projected window for report submissions is August 22 to September 9, 2022.

Review the [Request to Report Late Due to Extenuating Circumstances webpage](#) for more details on this new process.

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### **Reporting on Your Use of Funds**

Providers who accepted PRF payment(s) agreed to the [Terms and Conditions](#) of the program, which included a requirement to report on the use of the funds. Reporting Periods are associated with the date a payment(s) was received. Reporting is an important process in understanding how the program had an impact nationwide. Providers who do not submit a completed report will be considered non-compliant with the Terms and Conditions.

### **Providers Who Were Required to Report in Reporting Periods 1 and/or 2**

Providers who received one or more payments totaling greater than \$10,000 in the aggregate during a Payment Received Period must report on use of funds in **each** applicable Reporting Period.

- ⇒ Providers were required to report in RP1 on payments received between April 10, 2020 to June 30, 2020
- ⇒ Providers were required to report in RP2 on payments received between July 1, 2020 and December 31, 2020

### **Providers who were required to report in RP1 and/or RP2, but did not report:**

- ⇒ Providers were given the opportunity to submit a Request to Report Late Due to Extenuating Circumstances if one or more extenuating circumstance prevented them from submitting a report by the deadline of Reporting Periods 1 and/or 2. Review the [Request to Report Late Due to Extenuating Circumstances webpage](#) for more information on late reporting.
- ⇒ Non-compliant providers will be excluded from receiving and/or retaining future PRF payments – including any applicable Phase 4 payments. For more details on non-compliance, review the [Reporting Non-Compliance webpage](#).

### **Upcoming Reporting Periods**

- ⇒ Reporting Period 4 opens on January 1, 2023
- ⇒ Reporting Period 5 opens on July 1, 2023

View more [important dates for reporting](#).