



**Office of
Mental Health**

**Office of Mental Health
OMH Community Mental Health Loan Repayment Program
(OMH CMHLRP)**

2022-23 Program Overview

**Questions or comments:
OMH.CMHLRP@omh.ny.gov**

November 2022

Overview

The FY 2022-23 Office of Mental Health Budget includes \$9 million annually to support a new program to support licensed community mental health programs in the recruitment and retention of psychiatrists and psychiatric nurse practitioners (NPs). The Office of Mental Health (OMH) is establishing: **The OMH Community Mental Health Loan Repayment Program (OMH CMHLRP)** to support designated community programs in this effort.

For eligible programs, the OMH CMHLRP is awarding State Aid grants for loan repayment for both eligible existing or newly hired psychiatrists and psychiatric NPs in designated community mental health settings throughout New York State as follows:

- For psychiatrists, the OMH CMHLRP provides up to \$120,000 in loan repayment over a three-year period.
- For psychiatric NPs, the OMH CMHLRP provides up to \$30,000 in loan repayment over a three-year period.

A total of \$9 million annually is available to fund the OMH CMHLRP during FY 2022-23. These funds will support a minimum of 360 awards (180 psychiatrists/180 psychiatric NPs). This guidance provides information on the OMH CMHLRP only for prospective programs considering applying on behalf of existing employees or new prospective staff.

Background

By 2030, growth in demand for all physicians in New York State will likely outpace growth in the supply of physicians, particularly psychiatrists. Using forecasting models adapted to include data specific to New York, in 2010, the Center for Health Workforce Studies concluded that between 2006 and 2030, growth in the demand for physicians in New York would likely outpace growth in the supply of physicians. The forecasts suggested that New York was likely to face a physician shortage in 2030, and, in the case of areas and populations already experiencing shortages, the intensification of current shortages. The forecasted gap between supply and demand would result in a **shortage of between 2,500 and 17,000 additional physicians by 2030.**^[i]

The greatest gap between supply and demand statewide is projected in specialties that are forecasted to lose physicians over the period of forecast (2006-2030), including psychiatry, the primary care discipline targeted by the OMH CMHLRP. The supply of psychiatrists is forecasted to decrease between 11.6% and 17.5%, depending on the specific assumptions behind the forecasts. Demand is projected to increase between 4.1% and 28%, resulting in a potential shortage of between 1,182 and 2,653 psychiatrists by 2030.

Table 1: Projected Differences Between Supply and Demand in New York State for Psychiatrists in 2030

Physician Specialty	Baseline Supply (2006)	Projected Supply (2030)	Projected Demand (2030)	Projected Surplus/(Shortage) (2030)
Psychiatry	6,166	5,236 – 6,166	6,420 – 7,891	(1,182) – (2,653)

In addition to psychiatrists, psychiatric NPs can play a critical role in addressing shortages of mental health practitioners in eligible programs. In states with full practice, such as New York State, psychiatric NPs can offer critical expertise and capacity to assist in filling the gaps in supply as under current scope of practice they are able to “evaluate patients; diagnose, order and interpret diagnostic tests; and initiate and manage treatments, including prescribing medications and controlled substances, under the exclusive licensure authority of the state board of nursing.”^[ii]

Psychiatric NPs represent critical capacity to assist in the psychiatrist physician shortage. This is evidenced in recent trends in Medicare claims data researched from 2011 to 2019, examining how the supply and use of psychiatrists and psychiatric NPs changed over time as practice patterns were compared.^[iii]

- NPs treating psychiatric Medicare beneficiaries grew 162% while there was a 6% relative decrease in MDs doing the same.
- Total annual mental health office visits per 100 beneficiaries decreased 11.5% from 27.4 to 24.2, the net result of a 29% drop in MD visits being offset by a 111.3% increase in NP visits.
- The proportion of all mental health prescriber visits provided by NPs increased from 12.5% to 29.8%, exceeding 50% in rural, full-scope-of-practice regions.

Program Information 2022-23

Eligible Applicant Agencies

Providers of licensed community mental health programs in one of the two below specified program categories may apply on behalf of eligible staff.

- Inpatient/CPEP: Licensed providers of Article 28 hospital inpatient psychiatric units, Article 31 freestanding inpatient hospital programs and Comprehensive Psychiatric Emergency Programs (CPEPs).
- Outpatient: Licensed providers of Article 31 outpatient programs including Assertive Community Treatment (ACT) teams, Continuing Day Treatment (CDT), Children's Day Treatment, Partial Hospitalization (PH), Personalized Recover Oriented Services (PROS), and Mental Health Outpatient Treatment and Rehabilitative Services (MHOTRS).

Eligible Professionals

Licensed programs will be able to apply on behalf of psychiatrists and psychiatric nurse practitioners that meet each of the following criteria:

- A U.S. citizen or permanent resident alien holding an I-155 or I-551 card (green card);
- Licensed to practice in New York State by the time the service obligation begins;
- Still has student loan expenses that can be repaid;
- Not fulfilling any current DANY or other state or federal loan repayment obligation where the obligation period of that repayment program would overlap or coincide with the OMH CMHLRP obligation period;
- In good standing with the Department of Health^{iv};
- Not in breach of a health professional service obligation to federal, state, or local government, or have any judgment liens arising from federal or state debt; and must not be delinquent in child support payments; and
- Working or planning to work full time clinical capacity as a psychiatrist/psychiatric nurse practitioner within eligible OMH licensed community mental health programs in New York State

Application Submission and Review Process

Applications are currently being accepted by eligible programs for the OMH CMHLRP. An eligible program is required to apply on behalf of the eligible individual for funds to be used to repay qualified educational loans, over a three-year period, up to the balance of total student loan debt, not to exceed \$120,000 for psychiatrists and \$30,000 for psychiatric NPs.

Applications will be accepted by eligible programs until funds are exhausted and all awards have been made. Eligible programs **should submit their applications electronically** to OMH.CMHLRP@omh.ny.gov. Regardless of whether all the awards have been made, initial awards will be within available capacity through February 28, 2023 until such funds have been exhausted within the authorized allocations. OMH will advise on the application process going forward from this date based on the availability of additional slots to ensure full resources are utilized.

OMH will review all applications by eligible programs on behalf of current or prospective employees in the order in which they are received and in a timely manner. An eligible program shall be notified in writing by OMH whether the application is accepted, rejected, or on waitlist. Eligible programs with applications that were rejected for being incomplete will be able to resubmit.

Individual psychiatrists/psychiatric NPs cannot participate in both the OMH CMHLRP and any other loan repayment programs simultaneously, i.e., Doctors Across New York (DANY) or New York City's Behavioral Health Loan Repayment Program (BH4NYC).

An eligible program may withdraw an application at any time by notifying OMH in writing to OMH.CMHLRP@omh.ny.gov. An eligible program who receives an award but has staff who are subsequently unable to fulfill the requirements of the award or resulting contract also must notify OMH in writing to OMH.CMHLRP@omh.ny.gov. Any licensed program who submits an application that is deemed ineligible or who withdraws an application may resubmit a new application. When funding has been depleted to a level such that the eligible program's total requested funding amount cannot be met, at the sole discretion of the Commissioner of the Office of Mental Health, the program will be offered a reduced award amount.

Award Notifications

OMH will support a minimum of three hundred and sixty (360) OMH CMHLRP awards (180 psychiatrists/180 psychiatric NPs). Applications by eligible programs will be selected for an award on a first-come first-served basis if their applications are complete and meet the minimum threshold for an award, as described in the application instructions, and funding remains available by region and/or program category. It is anticipated that approximately 360 OMH CMHLRP awards will be made during FY 2022-23. The funds will be provided **directly** to the licensed community mental health program, who will enter into loan repayment agreements with the eligible individual and distribute payments as obligated by each agreement. All eligible programs awarded funding under the OMH CMHLRP will be notified by email and/or U.S. mail within a reasonable time following the conclusion of the application approval.

Allocation of Funding

Each OMH region listed below shall be allocated the specified number of OMH CMHLRP awards by program category for FY 2022-23. In addition to criteria by region/setting that will be utilized to ensure fair allocation amongst eligible programs, there will also be a \$500,000 total annual award maximum applied by provider of eligible programs to ensure equitable access to all eligible programs. If unallocated awards remain in a region after the February 28, 2023 application deadline, OMH reserves the right to re-allocate authorized capacity based on those regions with the greatest need at the sole discretion of the Commissioner of the Office of Mental Health. These allocations are based on a composite of information including: existing licensed capacity and staffing; number of locations; and anticipated staffing needs. Once a region and category has exhausted all their allocated awards, a waitlist of additional applicants will be kept.

If all awards have not been made by February 28, 2023, at the sole discretion of the Commissioner of the Office of Mental Health, the awards may be reallocated to any other region/applicant with a waitlist. The Commissioner will revisit distribution and reallocation of any available awards at least once each fiscal year. Allocations are subject to change as psychiatrist/psychiatric nurse practitioner shortages

and other program needs are identified.

Allocation of Awards (by Region/Setting)

Region	Setting	Psychiatrist		Psychiatric NP	
		Funding	Awards Available	Funding	Awards Available
Central	Inpatient/CPEP	\$ 440,000	11	\$ 100,000	10
	Outpatient	\$ 280,000	7	\$ 80,000	8
	Subtotal	\$ 720,000	18	\$ 180,000	18
Hudson River	Inpatient/CPEP	\$ 640,000	16	\$ 160,000	16
	Outpatient	\$ 440,000	11	\$ 100,000	10
	Subtotal	\$ 1,080,000	27	\$ 260,000	26
Long Island	Inpatient/CPEP	\$ 440,000	11	\$ 100,000	10
	Outpatient	\$ 280,000	7	\$ 80,000	8
	Subtotal	\$ 720,000	18	\$ 180,000	18
New York City	Inpatient/CPEP	\$ 2,160,000	54	\$ 540,000	54
	Outpatient	\$ 1,440,000	36	\$ 360,000	36
	Subtotal	\$ 3,600,000	90	\$ 900,000	90
Western	Inpatient/CPEP	\$ 640,000	16	\$ 160,000	16
	Outpatient	\$ 440,000	11	\$ 120,000	12
	Subtotal	\$ 1,080,000	27	\$ 280,000	28
Total	Inpatient/CPEP	\$ 4,320,000	108	\$ 1,060,000	106
	Outpatient	\$ 2,880,000	72	\$ 740,000	74
	Total	\$ 7,200,000	180	\$ 1,800,000	180

Payment Instructions

Eligible programs with eligible psychiatrists may receive up to \$120,000 over 3 years, payable upon award execution, educational debt levels and semi-annual employment verification reports. Eligible programs with eligible psychiatric NPs may receive up to \$30,000 over 3 years, payable upon the same above-mentioned criteria. Payments will be made in yearly increments as follows:

- Payment 1 (Year 1): 1/3 of total qualified debt not to exceed \$40,000 for psychiatrist or \$10,000 for nurse practitioner.
- Payment 2 (Year 2): 1/3 of total qualified debt not to exceed \$40,000 for psychiatrist or \$10,000 for nurse practitioner.

- Payment 3 (Year 3): 1/3 of total qualified debt not to exceed \$40,000 for psychiatrist or \$10,000 for nurse practitioner.

The first payment will be made upon approval of the award and the successful completion of all of the following:

- Execution of the award between the OMH and eligible program; and
- Employer Verification of Employment Attestation; and
- Employer Verification of Employee Qualifying Loan Attestation.

Payment 2 will be made eighteen (18) months after initial payment with Payment 3 twelve (12) months after that, both pending verification of continued employment, proof of qualifying loan repayment, and the continued availability of funds.

Tax Issues

Section 10908 of the Patient Protection and Affordable Care Act (PL 111-148) addresses federal taxability of state loan repayment programs that are not part of the Federal State Loan Repayment (SLRP) program. This section puts the state loan repayment programs on par with the federal/state SLRP programs in terms of federal taxability. The relevant text is as follows:

SEC. 10908. EXCLUSION FOR ASSISTANCE PROVIDED TO PARTICIPANTS IN STATE STUDENT LOAN REPAYMENT PROGRAMS FOR CERTAIN HEALTH PROFESSIONALS.

(a) IN GENERAL.—Paragraph (4) of section 108(f) of the Internal Revenue Code of 1986 is amended to read as follows:

"(4) PAYMENTS UNDER NATIONAL HEALTH SERVICE CORPS LOAN REPAYMENT PROGRAM AND CERTAIN STATE LOAN REPAYMENT PROGRAMS.—In the case of an individual, gross income shall not include any amount received under section 338B(g) of the Public Health Service Act, under a State program described in section 338I of such Act, or under any other State loan repayment or loan forgiveness program that is intended to provide for the increased availability of healthcare services in underserved or health professional shortage areas (as determined by such State)."

(b) EFFECTIVE DATE — The amendment made by this section shall apply to amounts received by an individual in taxable years beginning after December 31, 2008.

Based on the above text, loan repayment funds under the OMH CMHLRP should be exempt from federal taxes. However, the above should not be construed as binding tax or legal advice. Please consult your tax professional for more information about your specific tax situation, particularly as it relates to New York State taxes.

Administrative Requirements

Issuing agency

This State Aid funding opportunity for eligible programs is issued by the Office of Mental Health (OMH). OMH is responsible for the requirements specified herein and for the evaluation of all applications. This funding opportunity has been posted on the OMH public website at: <https://omh.ny.gov/omhweb/rfp/>.

Frequently asked questions and answers, example boilerplate, as well as any updates and/or modifications, may also be posted on the above website.

Questions

Questions regarding this funding opportunity and application materials should be submitted to: OMH.CMHLRP@omh.ny.gov.

Prospective eligible program applicants should note that all clarifications and exceptions, including those relating to the terms and conditions of the contract, should be requested prior to the submission of an application.

To the degree possible, each inquiry requiring additional clarification should cite the application section, paragraph or numbered item to which it refers. OMH will make every attempt to answer all questions and respond and, as appropriate, post updates to in the Frequency Asked Questions (FAQs) for the OMH CMHLRP funds.

Questions and Answers will be updated as necessary (i.e. as they are posed by interested applicants) on a weekly basis. Please make sure to monitor OMH's website (<https://omh.ny.gov/omhweb/rfp/>) for any/all updates and/or announcements.

Issuing Officer/Designated Contact

OMH has assigned an Issuing Officer for this project. The Issuing Officer or a designee shall be the sole point of contact regarding the RFA from the date of issuance of the RFA until the issuance of the Notice of Conditional Award. To avoid being deemed non-responsive, an applicant is restricted from making contact with any other personnel of OMH regarding the RFA. Certain findings of non-responsibility can result in rejection for a contract award. The Issuing Officer for this RFP is:

Carol Swiderski
Contract Management Specialist 2
New York State Office of Mental Health
Contracts and Claims
44 Holland Avenue, 7th Floor
Albany, NY 12229
carol.swiderski@omh.ny.gov

Term of Award

OMH will process State Aid payments directly to eligible programs under the OMH CMHLRP to cover the cost of agreements with the eligible participants resulting from the approved application. The effective date will be specified in the award upon approval of a completed application.

Change in Location of Obligation

Eligible participants will be expected to fulfill their three (3) year service obligation pursuant to the agreement with the eligible program in which the award was made. The eligible program must notify OMH CMHLRP of changes in such agreements including reassignment or changes in their service location for approval of continuation in the program at the discretion of the Commissioner of the Office of Mental Health. Requests for changes should be sent to OMH.CMHLRP@omh.ny.gov.

Deferral of Obligation

Eligible programs are permitted to authorize participating staff to defer their service obligations (e.g., for maternity/paternity leave, military service, etc.). The eligible programs shall notify OMH in

writing and any deferral periods will be added to the term specified in the award. Requests for deferrals should be sent to OMH.CMHLRP@omh.ny.gov.

General Specifications

1. By signing the application each employer attests to the truth of all statements on the application.
2. The eligible participants in such program will possess, at no cost to the State, all qualifications, licenses, and permits to engage in the required business as may be required within the jurisdiction where the work specified is to be performed. Workers to be employed in performance of this contract will possess the qualifications, training, licenses and permits as may be required within such jurisdiction.
3. Submission of an application indicates the applicant's acceptance of all conditions and terms contained in this funding opportunity, including the terms and conditions of the agreement between the eligible program and designated staff.
4. An eligible program may be disqualified from receiving an award if such eligible program has previously failed to perform satisfactorily in connection with public bidding or contracts.
5. Provisions Upon Default:
 1. The services to be performed by the eligible program shall be at all times subject to the direction and control of the OMH as to all matters arising in connection with or relating to the contract resulting from this funding opportunity.
 2. In the event that the eligible program, through any cause, fails to perform any of the terms, covenants or promises of any contract resulting from this funding opportunity, the OMH acting for and on behalf of the State, shall thereupon have the right to terminate the contract by giving notice in writing of the fact and date of such termination to the eligible program.
 3. If, in the judgment of the OMH, the eligible program acts in such a way which is likely to or does impair or prejudice the interests of the State, the OMH acting on behalf of the State, shall thereupon have the right to terminate any contract resulting from this funding opportunity by giving notice in writing of the fact and date of such termination to the eligible program. In such case the eligible program shall receive equitable compensation for such services as shall, in the judgment of the State Comptroller, have been satisfactorily performed by the eligible program up to the date of the termination of this agreement, which such compensation shall not exceed the total cost incurred for the work which the Eligible program was engaged in at the time of such termination, subject to audit by the State Comptroller.
 4. Specific Provisions of this application:
If the employee of the OMH CMHLRP eligible program defaults on his/her service obligation, the eligible program shall notify OMH in writing. The employee would no longer be eligible and additional payments would not be made to the Eligible program.

Reservation of Rights

OMH reserves the right to:

1. Reject any or all applications received in response to this funding opportunity.
2. Withdraw the funding opportunity any time, at the sole discretion of OMH.
3. Make an award under the funding opportunity in whole or in part.
4. Disqualify any applicant whose conduct and/or proposal fails to conform to the requirements of the funding opportunity.
5. Seek clarifications and revisions of applications.
6. Use application information obtained through site visits, management interviews and the state's investigation of an applicant's qualifications, experience, ability or financial standing, and any material or information submitted by the applicant in response to the agency's request for

- clarifying information in the course of evaluation and/or selection under the funding opportunity.
7. Amend the funding opportunity specifications to correct errors or oversights, or to supply additional information, as it becomes available.
 8. Direct applicants to submit proposal modifications addressing subsequent funding opportunity amendments.
 9. Change any of the scheduled dates.
 10. Waive any requirements that are not material.
 11. Award more than one contract resulting from this funding opportunity.
 12. Conduct contract negotiations with the next responsible applicant, should OMH be unsuccessful in negotiating with the selected applicant.
 13. Utilize any and all ideas submitted with the applications received.
 14. Waive or modify minor irregularities in applications received after prior notification to the applicant.
 15. Require clarification at any time during the procurement process and/or require correction of apparent errors for the purpose of assuring a full and complete understanding of an offerer's application and/or to determine an offerer's compliance with the requirements of the funding opportunity.
 16. Negotiate with successful applicants within the scope of the funding opportunity in the best interests of the State.
 17. Eliminate any mandatory, non-material specifications that cannot be complied with by all applicants; and
 18. Award grants based on geographic or regional considerations to serve the best interests of the state and at the Commissioner's discretion.

Freedom of Information Law

All eligible programs may be disclosed or used by OMH to the extent permitted by law. OMH may disclose an application to any person for the purpose of assisting in evaluating the application or for any other lawful purpose. All applications will become State agency records, which will be available to the public in accordance with the Freedom of Information Law. Any portion of the application that an eligible program believes constitutes proprietary information entitled to confidential handling, as an exception to the Freedom of Information Law, must be clearly and specifically designated in the application. If OMH agrees with the proprietary claim, the designated portion of the application will be withheld from public disclosure. Blanket assertions of proprietary material will not be accepted, and failure to specifically designate proprietary material may be deemed a waiver of any right to confidential handling of such material.

Protests Related to the Solicitation Process

Protests based on errors or omissions in the solicitation process, which are or should have been apparent prior to the deadline for receipt of all written questions for this Request for Application (RFA), must be filed prior to the deadline of questions. In the event an applicant files a timely protest based on error or omission in the solicitation process, the Commissioner of OMH or their designee will review such protest and may, as appropriate, issue a written response or addendum to the RFA to be posted on the OMH website in the RFA/Request for Proposal (RFP) section. Protests of an award decision must be filed within fifteen (15) business days after the notice of conditional award or five (5) business days from the date of the debriefing. The Commissioner or their designee will review the matter and issue a written decision within twenty (20) business days of receipt of protest.

All protests must be in writing and must clearly and fully state the legal and factual grounds for the protest and include all relevant documentation. The written documentation should clearly state reference to the RFA title and due date. Such protests must be submitted to:

New York State Office of Mental Health

Commissioner Ann Marie T. Sullivan, M.D.
44 Holland Avenue
Albany, NY 12229

Prequalification

Pursuant to the New York State Division of Budget Bulletin H-1032, dated June 7, 2013, New York State has instituted key reform initiatives to the grant contract process which require not-for-profits to register in the Grants Gateway and complete the Prequalification process in order for applications to be evaluated and any resulting contracts executed.

Applications received from eligible not-for-profit applicants who have not been Prequalified by the application due date of February 28, 2023 cannot be evaluated; therefore, such Applications will be disqualified from further consideration. For-Profit applicants are exempt from Prequalification but must still Register with the Grants Gateway in order to submit applications and receive a contract if an award is made.

Please do not delay in beginning and completing the Prequalification process. The State reserves five (5) days to review submitted prequalification applications. Prequalification applications submitted to the State for review less than five (5) days prior to the RFA due date and time may not be considered. Applicants should not assume their prequalification information will be reviewed if they do not adhere to this timeframe.

Sexual Harassment Certification

State Finance Law Section 139_I requires applicants on state procurements to certify that they have a written policy addressing sexual harassment prevention in the workplace and provide annual sexual harassment training (that meets the Department of Labor's model policy and training standards) to all its employees. Bids that do not contain the certification may not be considered for award; provided however, that if the applicant cannot make the certification, the applicant may provide a statement with their bid detailing the reasons why the certification cannot be made. A template certification document is being provided as part of this RFA. Applicants must complete and return the certification with their application or provide a statement detailing why the certification cannot be made.

ⁱ Center for Health Workforce Studies, New York Physician Supply and Demand Through 2030. See: <http://www.chwsny.org/our-work/reports-briefs/r-2010-7/>.

ⁱⁱ American Association of Nurse Practitioners (AANP) – State Practice Environment. See: <https://www.aanp.org/advocacy/state/state-practice-environment>.

ⁱⁱⁱ Health Affairs – Trends In Mental Health Care Delivery By Psychiatrists And Nurse Practitioners In Medicare, 2011–19. See: <https://www.healthaffairs.org>.

^{iv} i.e., not excluded from, or terminated by, the federal Medicare or Medicaid programs (see <https://omig.ny.gov/medicaid-fraud/medicaid-exclusions>); not subject to Orders of the State Board for Professional Medical Conduct (see <http://w3.health.state.ny.us/opmc/factions.nsf/physiciansearch?openform>); or under indictment for, or convicted of, any crime as defined by the New York State Penal Code, (see: <http://public.leginfo.state.ny.us/menuf.cgi>).