

RHC Accreditation Application  
 A Rural Health Clinic Accreditation Program deemed by Medicare.

Facilities wishing to apply for QUAD A accreditation should go to <https://portal.quada.org/> to complete the application and upload necessary documents. QUAD A will not process incomplete applications or applications without payment. They will be returned to the facility for completion.

Date:

Clinic Medical Director: Clinic NPI#:

Medical Director’s email address:

Clinic Name:

DBA Clinic Name:

Clinic Manager:

Address:

City, State Zip:

Telephone: Fax:

Email: \_Website:

Business Hours of Operation:

Clinical Hours of Operation: \_

Clinic State License (if applicable):

Pharmacy License (if applicable): CLIA (if applicable):

List name and address for each owner:

(Submit additional entries on a separate page)

Name of Fiscal Intermediary:

Fiscal Year End Date: Incorporation Date:

Authorized Official for the Organization: Name:

Title:

List all staff physicians, physician assistants, certified nurse mid-wives, and nurse practitioners currently employed:

Name: FTE#:

(Submit additional entries on a separate p a g e)

FTE Total:

# The following documentation must be uploaded along with the completed application.

* Floor plan of clinic
* Copy of professional licenses for each physician and midlevel practitioner.
* HIPAA Business Agreement
* Proof that your 855 Application has been processed by the Carrier.
* 30 Day Schedule for each Physician, Physician Assistant, Nurse Midwife, and Nurse Practitioner
* Validation of current Health Professional Shortage Area Designation (HPSA) or Medically Underserved Area (MUA) letter or web posting
* Validation of non-urbanized area by the U.S. Census Bureau
* Clinic State License Certificate (if in a state that requires licensure)
* QUAD A Medicare RHC Accreditation Agreement
* HIPAA Business Agreement

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| **ANNUAL FEES FOR MEDICARE ACCREDITATION**  **Rural Health Clinics** | | |
| **Number of FTE** | **Annual Fee** |
| **Up to 2.0** | **$1,859** |
| **2.1 to 4.0** | **$2,354** |
| **4.1 and over** | **$4,488** |
| FTE = Full Time Employees providing care. Practitioners working 40 hours per week or more, or any combination of part-time practitioners equivalent to 40 hours per week are counted as one FTE. Any fraction of FTE will count toward establishing a proper fee. | | |
| Facilities may not request an expedite survey. Surveys are unannounced. | | |
| Annual fee and survey fees are subject to change. | | |

*(\*10% Discount for NARHC members on annual fee; must submit proof of membership upon submission of application.)*

The on-site inspection fee is $1,540 (due at application and every three years thereafter)

Annual Fee: - (deduct 10% if NARHC member) = $ (total annual fee) +

$1,540 (inspection fee) = $ (total amount of payment)

*If additional days and/or surveyors are necessary to complete the inspections, you will be invoiced $1,540 per day per surveyor.*

Payment and Billing

QUAD A will not process applications without payment. Provide your billing contact below for any questions regarding your facility’s payment.

Billing Contact Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Billing Contact Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Billing Contact Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Online Payment

# All accreditation and survey fees will be due before the accreditation process can continue. Payment can be made online through the QUAD A Portal at <https://portal.quada.org>.

# *Fee and refund policy:*

*The first-year accreditation annual fee plus initial survey fee is due with each accreditation application. Additional fees will apply if special survey requests are made or for those facilities located outside the continental USA. After an application has been submitted and processed, QUAD A will refund 50% of the annual fee and 100% of the survey fee if the facility has not been surveyed. If the facility was surveyed, only 50% of the annual fee will be refunded. If the accreditation process is not completed within one year of the received date, a new application and appropriate fee is required. No refunds will be issued if the application expires. Upon receiving accreditation and once an anniversary date is established, the facility will be invoiced 6 months prior to the anniversary date. Fees must be paid by the due date on the invoice for the accreditation process to begin. Otherwise, late fees will be applied and other penalties will follow.*