

INSTRUCTIONS
SFY 2024-25 Graduate Medical Education (GME)
Startup Bonus Program

Section 409.909(5) of the Florida Statutes establishes the Graduate Medical Education Startup Bonus Program to provide resources for the education and training of physicians in specialties in a supply-and-demand deficit. Under this law, the Agency for Health Care Administration (Agency) will allocate a \$100,000 startup bonus for each resident position that is in a qualifying specialty or subspecialty.

To participate in the Graduate Medical Education Startup Bonus Program during State Fiscal Year (SFY) 2024-2025 (July 1 through June 30), a hospital must have received approval on or after March 2, 2024, through March 1, 2025, and must verify that approval for new resident positions in the qualifying specialties or subspecialties listed below within an established accredited training program, or a newly created accredited training program.

Please review the INSTRUCTIONS provided below to complete the form properly. Failure to properly complete the form may result in an inadequate or zero count of the number of full-time equivalent residents in your facility and the possibility of losing payments from this program. If you have any questions regarding this form, please email Kiana Redding at Kiana.Redding@ahca.myflorida.com.

QUALIFYING SPECIALTIES OR SUBSPECIALTIES (Adult or Pediatric)

Allergy or Immunology	Neurological Surgery
Anesthesiology	Obstetrics/Gynecology
Cardiology	Ophthalmology
Colon and Rectal Surgery	Orthopedic Surgery
Emergency Medicine	Pediatrics
Endocrinology	Physical Medicine and Rehabilitation
Family Medicine	Plastic Surgery/Reconstructive Surgery
Gastroenterology	Psychiatry
Geriatric Medicine	Pulmonary/Critical Care
Hematology	Radiation Oncology
Oncology	Rheumatology
Infectious Diseases	Thoracic Surgery
Neonatology	Urology
Nephrology	Vascular Surgery

DEFINITIONS APPLICABLE TO THE INPUT FORM:

“Qualifying institution” - means a Federally Qualified Health Center holding an Accreditation Council for Graduate Medical Education institutional accreditation.

“Full-time equivalent” or “FTE” - a resident who is in his or her residency period, with the initial residency period defined as the minimum number of years of training required before the resident may become eligible for board certification by the American

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Osteopathic Association Bureau of Osteopathic Specialists or the American Board of Medical Specialties in the specialty in which he or she first began training, not to exceed 5 years.

"Resident" - a medical intern, fellow, or resident enrolled in a program accredited by the Accreditation Council for Graduate Medical Education, the American Association of Colleges of Osteopathic Medicine, or the American Osteopathic Association.

To be considered for participation in Graduate Medical Education Startup Program, please complete the Graduate Medical Education Startup Bonus Program Application and submit it to the Agency for Health Care Administration Agency) via the email instructions below by 5:00 PM EST Monday, March 3, 2025.

APPLICATION SUBMISSION INSTRUCTIONS:

Please submit the completed Graduate Medical Education Startup Bonus Application in Excel only. All supporting documentation must be sent in PDF form. Application submissions should be emailed to SupplementalPayments@ahca.myflorida.com.

The Graduate Medical Education Startup Bonus Program is authorized under Section 409.909(5) of the Florida Statutes, and Specific Appropriation 207 – Graduate Medical Education of the General Appropriations Act for SFY 2024-25. Copies of these Laws are provided in Appendix A of these instructions.

SECTION A - Input the following information into Section A of the application

HOSPITAL NAME: Input the hospital's name

HOSPITAL MEDICAID PROVIDER ID NUMBER: Input the hospital's Medicaid provider ID number

HOSPITAL COUNTY: Input the county in which the hospital resides

HOSPITAL CONTACT PERSON FIRST NAME: Input the first name of the individual that can answer any questions regarding the information contained in the application

HOSPITAL CONTACT PERSON LAST NAME: Input the last name of the individual that can answer any questions regarding the information contained in the application

HOSPITAL CONTACT PERSON EMAIL ADDRESS: Input the email address of the individual that can answer any questions regarding the information contained in the application

HOSPITAL CONTACT PERSON PHONE: Input the phone number of the individual that can answer any questions regarding the information contained in the application

DATE THIS APPLICATION WAS COMPLETED: Input the date that the application was completed

SECTION B - Below you will find detailed instructions on how to input the number of new resident positions that were approved on or after March 2, 2024, through March 1, 2025. The new resident positions must be within the specialties or subspecialties that are listed above in the General section of these instructions. If the resident positions are not in the specialties or subspecialties identified in the General section of these instructions, they will not be counted.

Each row on the application is based on the **Date of Approval**. Therefore, if you have multiple dates of approval for positions within the same specialty or subspecialty, please input them on separate rows of the application.

EXAMPLE: Hospital A received approval for seven new resident positions in the Allergy specialty on August 12, 2022. Hospital A received approval for an additional two new resident positions in the Allergy specialty on January 15, 2023. The entry would be as follows:

Section B: HOLD CURSOR OVER COLUMN HEADINGS FOR INSTRUCTIONS									
A	B	C	D	E	F	G	H	I	J
ROW	Choose IRIS Code from Shortage Specialties Dropdown List (Both Adult and Pediatric)	Specialty Primary Description	Specialty Secondary Description	Number of Approved FTE Positions on or after March 2, 2018 through March 1, 2019	Approval Date of Newly Approved FTE Positions (Document on a Separate Line if Different Approval Dates for Same Residency Specialty)	Maximum Value of Startup Bonus for Shortage Specialties	Validating Document(s) Provided	Agency Use Only: Comments	Agency Use Only: Approved
1	1050	ALLERGY & IMMUNOLOGY	GENERAL	7	8/12/2018	\$700,000	ACGME		
2	1050	ALLERGY & IMMUNOLOGY	GENERAL	2	1/15/2019	\$200,000	ACGME		

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Appendix A

SFY 2024-25 General Appropriations Act HB 5001:

From the funds in Specific Appropriation 207, \$81,457,766 from the General Revenue Fund, \$42,630,000 from the Grants and Donations Trust Fund, and \$166,993,083 from the Medical Care Trust Fund are provided to fund the Statewide Medicaid Residency Program and the Graduate Medical Education Startup Bonus Program. Of these funds, \$191,080,850 shall be used to fund the Statewide Medicaid Residency Program in accordance with section 409.909(3), Florida Statutes. Of these funds, \$52,500,000 shall be distributed to the two hospitals with the largest number of graduate medical residents in a statewide supply/demand deficit. The remaining funds shall be used to fund the Graduate Medical Education Startup Bonus Program in accordance with section 409.909(5), Florida Statutes, and are provided for the following specialties and subspecialties, both adult and pediatric, that are in statewide supply/demand deficit: allergy or immunology; anesthesiology; cardiology; colon and rectal surgery; emergency medicine; endocrinology; family medicine; gastroenterology; general internal medicine; geriatric medicine; hematology; oncology; infectious diseases; neonatology; nephrology; neurological surgery; obstetrics/gynecology; ophthalmology; orthopedic surgery; pediatrics; physical medicine and rehabilitation; plastic surgery/reconstructive surgery; psychiatry; pulmonary/critical care; radiation oncology; rheumatology; thoracic surgery; urology; and vascular surgery. Funding for the Graduate Medical Education Startup Bonus Program is contingent on the nonfederal share being provided through intergovernmental transfers in the Grants and Donation Trust Fund.

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Section 409.909(5) of the Florida Statutes

(5) The Graduate Medical Education Startup Bonus Program is established to provide resources for the education and training of physicians in specialties which are in a statewide supply-and-demand deficit. Hospitals and qualifying institutions as defined in paragraph (2)(c) eligible for participation in subsection (1) are eligible to participate in the Graduate Medical Education Startup Bonus Program established under this subsection. Notwithstanding subsection (4) or an FTE's residency period, and in any state fiscal year in which funds are appropriated for the startup bonus program, the agency shall allocate a \$100,000 startup bonus for each newly created resident position that is authorized by the Accreditation Council for Graduate Medical Education or Osteopathic Postdoctoral Training Institution in an initial or established accredited training program that is in a physician specialty in statewide supply-and-demand deficit. In any year in which funding is not sufficient to provide \$100,000 for each newly created resident position, funding shall be reduced pro rata across all newly created resident positions in physician specialties in statewide supply-and-demand deficit.

(a) Hospitals and qualifying institutions as defined in paragraph (2)(c) applying for a startup bonus must submit to the agency by March 1 their Accreditation Council for Graduate Medical Education or Osteopathic Postdoctoral Training Institution approval validating the new resident positions approved on or after March 2 of the prior fiscal year through March 1 of the current fiscal year for the physician specialties identified in a statewide supply-and-demand deficit as provided in the current fiscal year's General Appropriations Act. An applicant hospital or qualifying institution as defined in paragraph (2)(c) may validate a change in the number of residents by comparing the number in the prior period Accreditation Council for Graduate Medical Education or Osteopathic Postdoctoral Training Institution approval to the number in the current year.

(b) Any unobligated startup bonus funds on April 15 of each fiscal year shall be proportionally allocated to hospitals and to qualifying institutions as defined in paragraph (2)(c) participating under subsection (3) for existing FTE residents in the physician specialties in statewide supply-and-demand deficit. This nonrecurring allocation shall be in addition to the funds allocated in subsection (4). Notwithstanding subsection (4), the allocation under this subsection may not exceed \$100,000 per FTE resident.

(c) For purposes of this subsection, physician specialties and subspecialties, both adult and pediatric, in statewide supply-and-demand deficit are those identified in the General Appropriations Act.

(d) The agency shall distribute all funds authorized under the Graduate Medical Education Startup Bonus Program on or before the final business day of the fourth quarter of a state fiscal year.

(8) If a hospital or qualifying institution receives state funds, including, but not limited to, intergovernmental transfers, under any of the programs established under this chapter, that hospital or qualifying institution must annually report to the agency data on each resident position funded.(a) Specific to funds allocated under this section, other than funds allocated pursuant to subsection (5), the data required to be reported under this subsection must include, but is not limited to, all of the following:

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1. The sponsoring institution for the resident position. As used in this section, the term “sponsoring institution” means an organization that oversees, supports, and administers one or more resident positions.
 2. The year the position was created and the current program year of the resident who is filling the position.
 3. Whether the position is currently filled and whether there has been any period of time when it was not filled.
 4. The specialty or subspecialty for which the position is accredited and whether the position is a fellowship position.
 5. Each state funding source that was used to create the position or is being used to maintain the position, and the general purpose for which the funds were used.
 - (b) Specific to funds allocated pursuant to subsection (5) on or after July 1, 2021, the data must include, but is not limited to, all of the following:
 1. The date on which the hospital or qualifying institution applied for funds under the program.
 2. The date on which the position funded by the program became accredited.
 3. The date on which the position was first filled and whether it has remained filled.
 4. The specialty of the position created.
 - (c) Beginning on July 1, 2025, each hospital or qualifying institution shall annually produce detailed financial records no later than 30 days after the end of its fiscal year, detailing the manner in which state funds allocated under this section were expended. This requirement does not apply to funds allocated before July 1, 2025. The agency may also require that any hospital or qualifying institution submit to an audit of its financial records related to funds allocated under this section after July 1, 2025.
 - (d) If a hospital or qualifying institution fails to produce records as required by this section, such hospital or qualifying institution is no longer eligible to participate in any program established under this section until the hospital or qualifying institution has met the agency’s requirements for producing the required records.
 - (e) Upon completion of a residency, each hospital or qualifying institution must request that the resident fill out an exit survey on a form developed by the agency. The completed exit surveys must be provided to the agency annually. The exit survey must include, but need not be limited to, questions on all of the following:
 1. Whether the exiting resident has procured employment.
 2. Whether the exiting resident plans to leave the state and, if so, for which reasons.
 3. Where and in which specialty the exiting resident intends to practice.
 4. Whether the exiting resident envisions himself or herself working in the medical field as a long-term career.
- (10) The agency may adopt rules to administer this section.