



SAMPLE - ARP H8F Quarterly Progress Report (QPR)

1. Project Status

- Not Started
- Less than or equal to 50% Complete
- Greater than 50% and Less than 100% Complete
- Completed

Overall Project Status should be consistent with activity status in Questions 2a-2e.

Please provide a status update and describe successes/promising practices and lessons learned on the activities supported with this funding in the following areas consistent with your HRSA-approved H8F Award Submission. For each category selected in the approved H8F Award Submission, identify what activities have been completed, are in progress, and/or are planned with this funding.

Activities funded by ARP-UDS+ should be reported in Question 2 using the existing ARP category areas (COVID-19 Vaccination Capacity, COVID-19 Response and Treatment Capacity, Maintaining and Increasing Capacity, Recovery and Stabilization). Report on UDS+ Health Information Technology activities under question 2e, Infrastructure. Refer to your approved ARP-UDS+ Activities Plan. Select N/A ONLY for categories that are not included in your H8F Award Submission and UDS+ Activities Plan, as applicable.

2a. COVID-19 Vaccination Capacity Status - Check one:

- Completed
- In Progress
- Planned
- N/A

Describe activities in **funded award categories**. If activities under a category are in different stages, add headers such as “completed” or “planned”.

Completed: ABC Health Center purchased an Ultra-Low Temp Freezer for Pfizer storage to help with storage capacity. We updated our systems and procedures as booster eligibility recommendations were revised several times. **In Progress:** ABC Health Center is offering vaccinations at all 3 health centers sites. **Planned:** Additional community engagement on vaccine acceptance through collaborations with local news media and other agencies.

TIP: Report successes/promising practices and lessons learned in the appropriate text boxes.

Successes/Promising Practices: ABC Health Center has provided more than 18,000 vaccinations.

Lessons Learned: We initially provided vaccinations through our mobile unit (purchased with H8E funds). However, we found our patients preferred to come to our clinic sites to receive the vaccinations, so we have stopped that part of our vaccination program.

2b. COVID-19 Response and Treatment Capacity Status - Check one:

- Completed
- In Progress
- Planned
- N/A

Activities funded by ARP-UDS+ should be reported in Question 2 using the existing ARP category areas.

Completed: Two dedicated testing sites re-opened in early June to meet increased demand and then scaled back in late July as demand decreased. The health center’s Community Engagement team participated

in three community events where they distributed resource bags with educational materials in English and Spanish. **In Progress and Planned:** Outreach and education to patients and community members who may be at risk of COVID exposure is ongoing. Funding from this grant allows us to continue purchasing supplies to prevent COVID transmission, including PPE, hand sanitizer, etc. UDS+ funds will also support our community engagement efforts.

Successes/Promising Practices: We hired 2.0 FTE MAs to assist with testing and treatment.

Lessons Learned: We attribute this success in hiring to our previous investment in an HR Manager.

2c. Maintaining and Increasing Capacity Status - Check one:

- Completed
- In Progress
- Planned
- N/A

Mark "N/A" if a category is not in your approved budget.

2d. Recovery and Stabilization Status - Check one:

- Completed
- In Progress
- Planned
- N/A

In Progress and Planned: ABC Health Center is developing systems and staffing to recover from the pandemic. This includes updating our recruitment plan. We are also providing additional supportive enabling services to help connect patients with care they need, whether directly provided by the health center or through facilitating access to other services and agencies. We actively use population health and social determinants to inform our services.

Successes/Promising Practices: ABC Health Center purchased an Inventory Tracking System which tracks and displays supply, vaccine, and

medication inventory levels in clinics and includes the ability to establish par levels for automatic purchase orders and default reorder amounts. Inventory receiving and updating are barcode enabled.

Lessons Learned: The automation has reduced staff time devoted to inventory control by about 4 hours a month.

2e. Infrastructure: Minor Alteration/Renovation (A/R), Mobile Units, and Vehicles Status - Check one:

- Completed
- In Progress
- Planned
- N/A

You must include updates for EACH Minor A&R project. Report on UDS+ Health Information Technology activities under question 2e, Infrastructure.

Completed: Project #12345, ABC Health Center purchased 16 new exam tables and 12 new chairs for the waiting room at our Adobe site.

In Progress: Project #22245 The health center met with an architect to create designs and plans for the alteration and renovation of our Riverside site. We've ordered and are awaiting delivery of supplies and equipment necessary for the completion of the minor A/R project.

With UDS+ funds, we are purchasing add-ons to our EHR system to better support reporting and tracking performance measures.

Successes/Promising Practices: N/A at this time.

Lessons Learned: We should have ordered the equipment and hired a contractor as soon as HRSA lifted all conditions. Due to staff shortages, the project was not prioritized. The late start, compounded with COVID supply issues, resulted in delays in supply delivery as well as escalating costs for labor and materials.

2. Are the implemented or planned activities described above and associated uses of the funds consistent with your approved H8F Award Submission?

Yes
 No

If 'No', please describe. For changes that impact your approved budget, provide detail by cost category.

New equipment purchases require HRSA prior approval. Contact your Investment Oversight Advisor (IOA) about submitting a budget modification.

We had 1 vaccine refrigerator in our Equipment cost category, however, due to some cost savings under Personnel and Fringe, we plan on ordering 3 vaccine refrigerators.

3. Are there or do you anticipate any issues or barriers in the use of the funding and/or implementing the planned activities consistent with your approved H8F Award Submission?

Yes
 No

If 'Yes', please describe.

1. Staff outages due to COVID impacted our overall workforce, making operations very challenging.
2. One of our projects to increase capacity, installing new telephones for all sites with outdated devices, has been stalled due to supply chain issues affecting delivery of the equipment. Supply chain backlogs are also impacting our A/R project.

Final Performance Narrative

1. Is this your final report?

- Yes
 No

When Question 1 and all activities in Question 2 are “completed,” you must include a comprehensive Final Report Narrative summarizing the entire project, including UDS+ funded activities, as applicable.

2. Performance Narrative: