Georgia Board for Physician Workforce

Antonio Rios, MD
BOARD CHAIRPERSON



LaSharn Hughes, MBA EXECUTIVE DIRECTOR

2 Peachtree Street NW, 36th Floor • Atlanta, GA 30303 Main (404) 232-7972 • <u>www.qbpw.qeorgia.gov</u> • <u>gbpw@dch.ga.gov</u>

Dear Applicant:

Enclosed are application materials for the **Dentists for Rural Areas Assistance Loan Repayment Program (DRAA).**

The purpose of this program is to grant service cancelable loans, of up to \$25,000, to dentists to repay outstanding Dental education debt in return for Dental practice in underserved rural areas in Georgia. Contracts are awarded for one year and are renewable for a maximum of four years.

Please complete the attached DRAA application and return it with attachments by **November 1st**. **All** application materials, including completed Lender Disclosure Forms, must be received by this date. Applications will be presented to the Georgia Board for Physician Workforce at the next meeting after the application deadline. All applicants will be notified of award status within 10 days of the meeting.

Please contact our office at (404) 232-7972 or gbpw@dch.ga.gov if you have questions.

Sincerely,

LaSharn Hughes, MBA

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Executive Director

Enclosures

GEORGIA BOARD FOR PHYSICIAN WORKFORCE

Dentist for Rural Area Assistance Loan Repayment Program

PURPOSE OF THE PROGRAM

The purpose of the Dentists for Rural Areas Assistance Loan Repayment Program (DRAA) is to increase access to high quality dental care in underserved, rural communities in Georgia.

PROGRAM REQUIREMENTS AND CONTRACTUAL OBLIGATIONS

The DRAA repays dental education student loan debt for dentists who agree to practice dentistry full time in a rural community in Georgia. The program provides up to \$25,000 a year in student loan repayment in return for a 12-month commitment to practice in a rural community. Recipients may receive a maximum of four loans and a maximum total student loan repayment of \$100,000.

The Dentists for Rural Areas Assistance Contract requires a commitment to practice dentistry for a minimum of 40 clinical hours per week in a Georgia County with a population of **35,000** or less people according to the 2010 Census Count of the United States Bureau of the Census. The practice time requirement can be split between two or more counties, provided that none of the practice location counties <u>exceeds</u> the **35,000** population limit.

The dentist may own the practice or the dentist may be employed by a hospital, group dental practice, community health center, or other health care organization. There is no requirement that the practice be a not for profit organization. However, the dentist must participate in the Medicaid program, must agree to accept new patients insured by Medicaid, and actively treat Medicaid patients.

Funding is based upon the amount of funds appropriated to the Georgia Board for Physician Workforce by the Georgia General Assembly. Maximum funding will be up to \$25,000 each. Funds are disbursed in a lump sum directly to the recipient's lenders.

All recipients are required to sign a contract with the Georgia Board for Physician Workforce agreeing to the terms and conditions upon which awards are granted. This contract establishes the amount of the award, the location of service repayment, the contract date (also the beginning and end date of service), as well as the terms and conditions of program participation, obligated service, and the conditions of default and cash repayment.

ELIGIBLE STUDENT LOANS

Student loans incurred for tuition, fees, and other expenses associated with completion of your dental degree are eligible for payment under the Dentists for Rural Areas Assistance Program.

Student loan debt incurred to complete other academic degrees is not eligible for payment under the Dentists for Rural Areas Assistance Program.

APPLICATION REQUIREMENTS

Eligible Applicants must:

- Be a citizen, legal resident, or foreign national of the United States;
- Have satisfied all requirements for unrestricted dental licensure by the Georgia Board of Dentistry;
- Be a graduate of an accredited graduate dental education program located in the United States which has received accreditation or provisional accreditation by the American Dental Association's Commission on Dental Accreditation;
- Hold or be in the process of receiving a Medicaid Provider Number in Georgia and actively treat Medicaid patients;
- Be in good standing with regard to meeting the contractual requirements of all existing student loans. Applications will not be considered if the applicant has had a previous loan default even if the lender now considers the defaulted loan in good standing;
- Submit an application and all required materials to participate in the DRAA no later than November 1st. (Submitting an application does not guarantee selection);
- Disclose all outstanding **Dental** education loan debt;
- Submit executed copy of employment contract. If self employed in private practice, applicant must submit a copy of any other agreements/contracts;
- Contractually agree to practice full-time (minimum of 40 clinical hours per week as defined in GBPW Rules and Regulations Chapter 195-14-.01(18));
- Complete and notarize Affidavit of Lawful Presence in the United States (form provided) and submit a copy of an approved secure and verifiable document (from provided document list); and
- Have completely satisfied any other obligation for health professional service owed under any agreement with the Federal Government, State Government, or other entity prior to beginning service under this program

APPLICATION PROCESS

Fully completed applications must be received no later than **November 1st** for consideration during the fiscal year. Applications will not be considered complete unless **ALL** application materials, including completed Lender Disclosure Forms, are received by this date.

Application forms are available from the Georgia Board for Physician Workforce office at 2 Peachtree Street, NW, 36th Floor, Atlanta, Georgia 30303, telephone (404) 232-7972. A downloadable version of the application form is available at www.gbpw.georgia.gov.

Further information is available by contacting the Board office. The Board may request that the candidate make a personal appearance before the Board, although this is not typically the case.

A Notice of Award letter and Acceptance of Award form will be mailed to those applicants approved by the Board. Upon receipt of the Acceptance of the Award form, the Board will issue the DRAA contract. Payment of the Award is made once the contract is fully executed.

Recipients may reapply for additional one-year terms for a maximum of four years or up to \$100,000. Each recipient is required to complete and submit an annual status report to the Board.

CONTRACT DEFAULT

The penalty for defaulting on the DRAA contract is double the principal award amount received. Contracts can be defaulted for:

- Failure to begin or complete the full twelve-month service commitment in the location named in the contract;
- Failure to meet the 40 clinical hours per week full-time practice commitment (as defined in Chapter 195-14 of the GBPW Rules and Regulations); or
- Failure to provide Board staff with access to records and other information necessary to document compliance with contract terms.

The cost of attorney fees and other expenses associated with collection are assessed in addition to the default penalty.

FURTHER INFORMATION AND ASSISTANCE

Please contact the Board if you have questions or need additional information.

Georgia Board for Physician Workforce

2 Peachtree Street, NW, 36th Floor
Atlanta, Georgia 30303
404-232-7972-Office / 404-656-2596-Fax
gbpw@dch.ga.gov
www.gbpw.georgia.gov

Georgia Board for Physician Workforce

Dentists for Rural Areas Assistance Program Application Cover Sheet

Please place this cover sheet on top of your application when it is returned. Please initial by each item signifying that it is enclosed. All materials must be returned under this cover sheet in one packet and postmarked by November 1st. Incomplete applications will not be considered.

Applicant's Name	
Materials Enclosed With T	his Packet:
DRAA Application (pages 6	-9), with proper notary signature
Copy of ALL contracts betw	reen applicant and employer (s)
Authorization and Release F	orm (page 11), with proper notary signature
O.C.G.A. 50-36-1(e)(2) Affi	davit (page 12), with proper notary signature
Copy of at least one secure a	nd verifiable document (list provided on pages 13-14)
Copy of ALL contracts betw	reen applicant and employer (s)
Materials Mailed Directly 1	Lender (Do Not Mail Original Lender Disclosure to GBPW):
Lender Disclosure form(s) (p	page 10) sent to Lender(s) Date sent to Lenders:
that it is my responsibility to ensure	at all documents listed above are enclosed and complete. I understand my lenders return the disclosure forms directly to the GBPW in the tany disclosures not postmarked by November 1st may not be
Applicant Signature	Date
Print Applicant Name	
	Mail your completed application to:
De	entists for Rural Areas Assistance Program

c\o Georgia Board for Physician Workforce 2 Peachtree Street, NW, 36th Floor

Atlanta, Georgia 30303-3141



Georgia Board for Physician Workforce

Dentists for Rural Areas Assistance Loan Program Application

Please type or print CLEARLY in black or blue ink.

I. Personal Data

Full Legal Nan	ne:				
			dress. No P.O. Boxes		
City:		County	y:		
State:	Zip Code:		Date of Birth:		
Primary Phone	:	Sec	condary Phone:		· · · · · · · · · · · · · · · · · · ·
SSN:	Email:				
II. Dental Edu Dental School:			Graduation Date	e:	
City:		_State:	Degree:	DDS	DMD
	spital (if Applicable) :_ te:			_	
Board Certified	d: (Circle One) Yes No	O	Board Eligible: (Circle One)	Yes	No
Georgia Denta	l License Number:				
Medicaid Prov	ider Number(s):				

IV. Practice Information

Applicant agrees to practice dentistry, full time, for one year at:

Practice Site Name:

Address:

City:

County:

Zip Code:

Website:

Type of Practice: (Circle One) Solo [no income guarantee] Solo [contracted income guarantee]

Group Other (Please Specify)

Number of clinical hours per week at this location:

Beginning date of practice:

Total Annual Compensation:

Are you receiving loan repayment through this employer? (Circle One) Yes No

If yes, how much and what are the terms?

Additional Practice Site Information (if applicable):

Practice Site Name:

Address:		
City:	County:	Zip Code:
Website:		
Type of Practice: (Circle One) Solo [no income guarantee	e] Solo [contracted income guarantee]
	Group Other (Please S	Specify)
Number of clinical	hours per week at this location:	
Beginning date of	practice: Total Ar	nnual Compensation:
Are you receiving	loan repayment through this employer	? (Circle One) Yes No
If yes, how	much and what are the terms?	

^{*}Include a copy of all contracts between yourself and your practice/employer(s)
If you are self employed, please provide other contracts indicating ownership

V. Dental Education Debt

Estimate of total outsta	anding Dental educatio	n debt from all loan holders: \$		
•	ach loan listed. Loan s	Disclosure Form from each loan holder. Attach a tatements must contain applicant's name, llance.		
1. Loan Holder:				
City:	State:	Zip Code:		
Account Number:		Loan Balance: \$		
2. Loan Holder:				
		Zip Code:		
Account Number:		Loan Balance: \$		
3. Loan Holder:				
Loan Holder Address:		 		
City:	State:	Zip Code:		
Account Number:		Loan Balance: \$		
4. Loan Holder:				
Loan Holder Address:				
		Zip Code:		
Account Number:		Loan Balance: \$		
5. Loan Holder:				
		Zip Code:		
Account Number:		Loan Balance: \$		

VI. Certification

I certify that the information given in this application is accurate and complete to the best of my knowledge and belief. I hereby consent fully to verification of any and all information included in this application. I understand that any willfully false representation of information is sufficient cause for rejection of this application. I have fully disclosed all outstanding loan debt and am not currently in default of any service or loan obligation.

Applica	ant's Signature (Full Legal Na	ame)	Date
Official Notary	:		
	·	y, personally appeared in front	-
authorized to ac	dminister oath and take	e acknowledgements,	
(applicant's nar	ne), to me known to be	e the person described herein ar	nd who executed the
forgoing instru	ment, and he/she ackno	owledges before me that he/she	executed the same freely
and voluntarily	for the purpose therein	n expressed.	
WITNESS	handanda CC aial aaal a	at the City of	
WIINESS my	nang ang official seal a	at the City of	,
County of		and State of, 20	
this	day of	, 20	
Notary Public (Full Legal Signature)		
Affix Seal		My Commission expires	

Dentists for Rural Areas Assistance Program

Outstanding Dental Education Loan Debt Information

-----LENDER DISCLOSURE-----

Applicant: This form must be sent to each lending institution or agency for which you are seeking loan repayment. **Please complete the red areas prior to sending to the lender.** The lending institution must forward the completed form to our office **no later than November 1st**.

Lender: If the named individual's application is approved, the information requested below will be used to arrange third party pre-payment of a portion or all of the applicant's debt.

Applicant's Name as it Appear	s on Loan:		
Original Lending Institution, I			
Full Name of Institution or Program	Contact Person		Telephone Number
Street Address	City	State	Zip
	\$		
Loan ID Number	Original Loan Amour	nt	Date of Original Loan
	\$		
Grace Period/Forbearance Dates	Current Balance		Date of Balance
%		1	
Interest Rate	Simple or Compoun		
If interest rate is variable, explain			
Purpose of loan as indicated or		ition:	
Certification by Applicant Borrower:			
			release this information to the Georgia Board for ation debt through the Dentists for Rural Areas As-
	AA for all or the appropr	riate portion of the	an agreement with the GEORGIA BOARD FOR education loan listed above, incurred solely for the istry.
Full Legal Signature:			Date:
Certification by Authorized Agency o	f Lending Institution:		
The undersigned states that, to the	best of his or her know lucational loan, made for	the purpose of mee	entified above is a bona fide, legally enforceable, eting the borrower's costs of attaining the degree of
Print/Type Name of Authorized Age	nt		Title
Official Signature:			
Lander Organization's Federal Empl	over Identification Numbe	***	

Return to: Georgia Board for Physician Workforce, 2 Peachtree Street, NW, 36th Floor, Atlanta, GA 30303-3141

GEORGIA BOARD FOR PHYSICIAN WORKFORCE AUTHORIZATION and RELEASE FORM

for the Dentists for Rural Areas Assistance Program

FULL LEGAL NAME OF APPLICANT:		
TO WHOM IT MAY CONCERN:		
I,, have filed an applic Applicant's Full Legal Name	ation with the Georgia Board for Physical	ician Workforce
Dentists for Rural Areas Assistance grant to repay the cost of my tuition and training. I recognize that it is the responsibility of the members of who have entered into a contract with an eligible practice entity, submidisclosed all Dental education debts and obligations, are eligible for loar I hereby authorize and request any college or school official, lending in any firm, association or corporation, to answer any inquires, question concerning the undersigned on forms or requests which may by submitte its authorized representative, and to appear before said Board, or its testimony concerning the undersigned, including any information furning that it is said reports, evaluations, consultations, letters of recommendation authorized reviews by Georgia Board for Physician Workforce, or its not be entitled to have disclosed to me the contents of any of the foregoin	f said Board to determine that only the itted all required application forms and repayment. To this end, and for the eastitution or organization and any otherns, interrogatories, or furnish any infect to them by the Georgia Board for Phasauthorized representative, and to give ished by the undersigned. I hereby reion or any other information or materials authorized representative, and fully undersigned.	ose qualified persons d documentation and entire contract period, r person or official of formation whatsoever sysician Workforce or we full and complete elinquish any and all all incident in any way
I hereby release and exonerate all such persons authorized by the Georgia faith with this authorization and request from any and all liability of ever pertaining to the furnishing of such information or inspection of any doc said Georgia Board for Physician Workforce.	ry nature and kind whatsoever growing	g out of or in any way
Further, the undersigned hereby waives absolutely any right which confidential or privileged communications, as codified in the Official Co		
IN WITNESS WHEREOF, I have set my hand and seal this	_day of, 20	·
	Applicant's Full Legal S	ignature
STATE OF COUNTY	Y OF	
OFFICIAL NOTARY:		
I HEREBY CERTIFY that on this day, personally appeared before take acknowledgments,		ninister oaths and
Applicant's Full Legal Nation me well known to be the person described herein and who executed the that he/she executed the same freely and voluntarily for the purpose there	ame te foregoing instrument, and he/she ack	nowledges before me
WITNESS my hand and official seal at City of	, County of	
and State of, thisday of		
(Place Seal Imprint Here)	Legal Signature, Notary Pu	ıblic
My Commission Expires:		ed: October 2015

O.C.G.A. § 50-36-1(e)(2) Affidavit

By executing this affidavit under oath, as an applicant for the **DRAA Loan Repayment Program**, as referenced in O.C.G.A. § 50-36-1, from the **Georgia Board for Physician Workforce**, the undersigned applicant verifies one of the following with respect to my application for a public benefit:

1)	I am a United State	zitizen.
2)	I am a legal permar	nt resident of the United States.
3)		or non-immigrant under the Federal Immigration and Nationality Act with ed by the Department of Homeland Security or other federal immigration
	My alien number is agency is:	ned by the Department of Homeland Security or other federal immigration
		by verifies that he or she is 18 years of age or older and has provided a ment, as required by O.C.G.A. 50-36-1(e)(1), with this affidavit.
The secu		provided with this affidavit can best be classified as:
makes a	false, fictitious, or fraudu	under oath, I understand that any person who knowingly and willfully nt statement or representation in an affidavit shall be guilty of a violation iminal penalties as allowed by such criminal statute.
Executed	I in	(city),(state).
		Signature of Applicant
		Printed Name of Applicant
SUBSCR	RIBED AND SWORN	
BEFORE	E ME ON THIS THE	
D	AY OF	
NOTAR	Y PUBLIC	
My Com	mission Expires:	

Secure and Verifiable Documents Under O.C.G.A. § 50-36-2

Issued August 1, 2011 by the Office of the Attorney General, Georgia

The Illegal Immigration Reform and Enforcement Act of 2011 ("IIREA") provides that "[no later than August 1, 2011, the Attorney General shall provide and make public on the Department of Law's website a list of acceptable secure and verifiable documents. The list shall be reviewed and updated annually by the Attorney General." O.C.G.A. § 50-36-2(f). The Attorney General may modify this list on a more frequent basis, if necessary.

The following list of secure and verifiable documents, published under the authority of O.C.G.A.

§ 50-36-2, contains documents that are verifiable for identification purposes, and documents on this list may not necessarily be indicative of residency or immigration status.

- A United States passport or passport card [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- A United States military identification card [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- A driver's license issued by one of the United States, the District of Columbia, the Commonwealth of Puerto Rico, Guam, the Commonwealth of the Northern Marianas Islands, the United States Virgin Islands, American Samoa, or the Swain Islands, provided that it contains a photograph of the bearer or lists sufficient identifying information regarding the bearer, such as name, date of birth, gender, height, eye color, and address to enable the identification of the bearer [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- An identification card issued by one of the United States, the District of Columbia, the Commonwealth of Puerto Rico, Guam, the Commonwealth of the Northern Marianas Islands, the United States Virgin Island, American Samoa, or the Swain Islands, provided that it contains a photograph of the bearer or lists sufficient identifying information regarding the bearer, such as name, date of birth, gender, height, eye color, and address to enable the identification of the bearer [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- A tribal identification card of a federally recognized Native American tribe, provided that it contains a photograph of the bearer or lists sufficient identifying information regarding the bearer, such as name, date of birth, gender, height, eye color, and address to enable the identification of the bearer. A listing of federally recognized Native American tribes may be found at: http://www.bia.gov/WhoWeAre/BIA/OIS/TribalGovernmentServices/TribalDirectory/index.htm [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- A United States Permanent Resident Card or Alien Registration Receipt Card [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- An Employment Authorization Document that contains a photograph of the bearer
 [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- A passport issued by a foreign government [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]

- A Merchant Mariner Document or Merchant Mariner Credential issued by the United States Coast Guard [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- A Free and Secure Trade (FAST) card [O.C.G.A. § 50-36-2(b)(3); 22 CFR § 41.2]
- A NEXUS card [O.C.G.A. § 50-36-2(b)(3); 22 CFR § 41.2]
- A Secure Electronic Network for Travelers Rapid Inspection (SENTRI) card [O.C.G.A. § 50-36-2(b)(3); 22 CFR § 41.2]
- A driver's license issued by a Canadian government authority [O.C.G.A. § 50-36-2(b)(3);
 8 CFR § 274a.2]
- A Certificate of Citizenship issued by the United States Department of Citizenship and Immigration Services (USCIS) (Form N-560 or Form N-561) [O.C.G.A. § 50-36-2(b)(3); 6 CFR § 37.11]
- A Certificate of Naturalization issued by the United States Department of Citizenship and Immigration Services (USCIS) (Form N-550 or Form N-570) [O.C.G.A. § 50-36-2(b)(3); 6 CFR § 37.11]
- In addition to the documents listed herein, if, in administering a public benefit or program, an agency is required by federal law to accept a document or other form of identification for proof of or documentation of identity, that document or other form of identification will be deemed a secure and verifiable document solely for that particular program or administration of that particular