

MARYLAND STATE LOAN REPAYMENT PROGRAM (SLRP)
Fall 2013 APPLICATION INSTRUCTIONS
APPLICATION DEADLINE: October 25, 2013

The SLRP in Maryland is a collaborative effort among state and federal entities. SLRP offers clinicians an opportunity to practice in a designated Health Professional Shortage Area (HPSA) while also getting funds to help pay their higher education loans.

ELIGIBLE CLINICIANS:

Primary care physicians are eligible (that is, **general internal medicine, family medicine, general pediatrics, obstetrics and gynecology, or general psychiatry**).

ELIGIBLE PRACTICE SITES:

An eligible practice site is one operated as a public clinic by any federal, state, local governmental entity or a non-profit medical care facility that 1) treats all persons regardless of ability to pay, and 2) is located in a geographic region of Maryland that the Health Resources and Services Administration has designated as a HPSA (Primary Care HPSA for internal medicine, family medicine, pediatrics and OB/GYN; Mental HPSA for psychiatry).

To verify if your site is located in a HPSA, please go to hpsafind.hrsa.gov and search by address or you may contact Christina Shaklee at 410-767-6523.

ELIGIBILITY REQUIREMENTS:

- have a medical degree (Medical Doctor or Doctor of Osteopathy) and completed residency training;
- be a primary care physician (that is, general internal medicine, family medicine, general pediatrics, obstetrics and gynecology, or general psychiatry);
- have a valid unrestricted license to practice medicine in the State of Maryland at the time the service obligation begins (see <http://www.mbp.state.md.us/pages/phys.html>);
- be a citizen of the United States or be a U.S. National;
- be employed full-time (at least 40 hours per week) at an eligible practice site;
- have not breached an obligation for service to a federal, state, or local governmental entity or another obligation for service even if the obligation was ultimately fulfilled;
- have no judgment lien against your property for a debt to the United States;
- not be excluded, debarred, suspended, or disqualified by a Federal agency;
- have no unserved obligations for service to a federal, state, local government, or other entity, with the exception of the U.S. Department of Health and Human Services' Primary Care Loans, Exceptional Financial Need Scholarships, and Financial Assistance for Disadvantaged Health Professions Students;
- have no existing service obligation with any other loan repayment program;
- have outstanding higher education loan debt and NOT be in default on any eligible higher education loan;
- have no debts written off as uncollectible;
- have no service or payment obligation waived and;
- have never violated court-ordered child support or been delinquent in child support payments.

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AWARD NOMINATION PROCESS:

Applications will be accepted beginning September 1, 2013 and are due October 25, 2013.

ALL APPLICATION MATERIALS MUST BE IN BY 5:00 PM on October 25, 2013.

A technical scoring sheet will be used to rank your application. If more applicants apply that can be funded, those with the highest score on the technical scoring sheet will be awarded. **YOU MAY APPLY FOR MORE THAN ONE LOAN PROGRAM; HOWEVER, YOU MAY ONLY ACCEPT ONE PROGRAM'S AWARD.**

AWARD AMOUNT:

- Up to \$25,000 per year for a 2-year obligation

SERVICE OBLIGATION:

You must sign and return a Service Obligation Agreement and Promissory Note agreeing to serve full-time as a primary care physician at an eligible practice site in Maryland for a period of two years. **Obligations will begin on January 1, 2014.**

RENEWING AN AWARD:

You may reapply for an award after completion of the first two year service obligation. Recipient's total award amount cannot exceed \$100,000, or two 2-year obligations at \$25,000 per year.

INSTRUCTIONS:

There are eight Parts to this Application process. The Application Package can be found at <http://hsia.dhmh.maryland.gov/opca/SitePages/pco-larpforms.aspx>

PART I: Sections A through J must be completed by the Candidate and submitted electronically to Christina Shaklee at christina.shaklee@maryland.gov . **PART I MUST BE TYPED. NO HANDWRITTEN APPLICATIONS WILL BE ACCEPTED.**

PARTS II through VI: To be completed and mailed and/or faxed to.

Christina Shaklee
Workforce Coordinator
Office of Primary Care Access
Department of Health and Mental Hygiene
Health Systems and Infrastructure Administration
201 West Preston Street,
Baltimore, Maryland 21201
(410) 767-6523, Fax (410) 333-7501
christina.shaklee@maryland.gov

PARTS VII and VIII: Need to be read and understood by the Candidate and Employer.

NOTE: If at any time during the process your contact information changes (address, telephone number, work number, cell number, etc.), please contact Christina Shaklee immediately.

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CANDIDATE CHECKLIST

PART I (Sections A – J must to be completed by Candidate)

- A** Candidate Information
- B** Medical School Information
- C** Medical Residency Information
- D** Medical Licensing Information
- E** Educational Assistance History
- F** Lender Information
- G** Practice Site Information
- H** Personal Statement
- I** References
- J** Signature (**you must fax the signature page if you send the application via e-mail**)

PART II – VIII

- PART II:** Practice Site Confirmation (*to be completed by Employer*)
- PART III:** Site Eligibility Application (*to be completed by Employer*)
- PART IV:** Lender Verification (*to be completed by each Lender*)
- PART V:** Official Medical School Transcript* (*to be completed by Medical School*)
- PART VI:** Cultural Competency Requirements (*to be reviewed and signed by the Candidate and the Employer*)
- PART VII:** Retention Study Agreement (*to be reviewed by the Candidate and Employer*)
- PART VIII:** Consequences of Breach (*to be reviewed by Candidate and Employer*)

*Please note for Part V an **OFFICIAL UNOPENED Medical School Transcript must be sent to Christina Shaklee.**

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If you have questions you may contact Christina Shaklee, Workforce Coordinator at

410-767-6523 or christina.shaklee@maryland.gov.