

October 8, 2024

# **OUSF Webinar – Chapter 59 Amendments**

Effective September 1, 2024

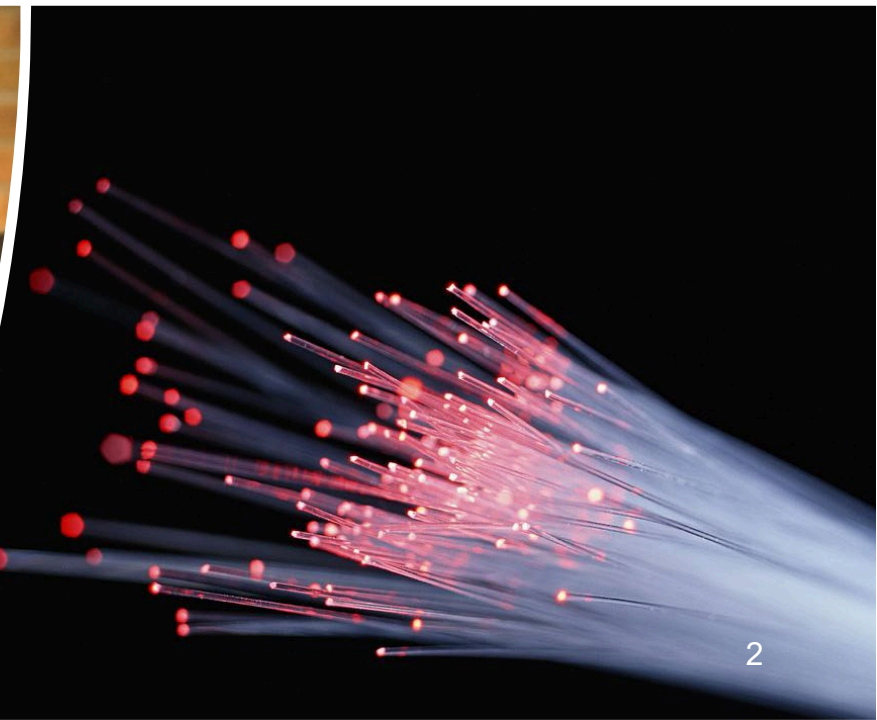


**OKLAHOMA**



# Overview

- Updates to OUSF contacts
- Requests for OUSF Funding – Primary and Specials
- Monthly Payments
- Change Requests
- Q&A



# Updates to OUSF Contacts

# Please send all questions to [OUSF@occ.ok.gov](mailto:OUSF@occ.ok.gov)

*Include “OUSF RULE CHANGE INQUIRY” in the subject line so your questions can be quickly identified.*

**Requests for OUSF Funding - Specials**      **Kim Walker**

**Requests for OUSF Funding - Primary  
and Primary K true-ups**      **Hannah Smith**

**Monthly Payments and OUSF Specials  
true-ups / refunds / reimbursements**      **Kris Prouty and Catherine Nichols**

**Change Requests**      **Kim Walker**

**OUSF Administrative preapproval  
requests**      **Kim Walker**

# Requests for OUSF Funding – Primary and Specials

# Requests for OUSF Funding – Primary Minimum Filing Requirements

**Amended Requests for OUSF Funding may be considered at the discretion of the OUSF Administrator.** See OAC 165:59-3-70(d).

- Please do not file an Amended Request without prior approval from the OUSF Administrator.
  - Amended Requests do not change the statutory 90-day deadline to issue a determination.

**Minimum filing requirements for Primary Requests for OUSF Funding have been updated.** See OAC 165:59-3-70(b)

- Documents that were previously regularly requested via Data Request have been added to the MFR.

**Notices of Disbursement will no longer be filed.** See OAC 165:59-3-70(l).

- Final determinations will include the date OUSF funding will be deemed final, provided no Requests for Reconsideration are filed.



# Requests for OUSF Funding – Specials

## OUSF Administrative Preapproval Requests

**Amended Requests for OUSF Funding may be considered at the discretion of the OUSF Administrator.** See OAC 165:59-3-68(e)

- Please do not file an Amended Request without prior approval from the OUSF Administrator.
  - Amended Requests do not change the statutory 90-day deadline to issue a determination.

**Eligible Health Care Entities shall be approved for bandwidth of up to 500 Mbps, unless good cause is shown for a higher bandwidth.** See OAC 165:59-7-6(c)

Any affected party may file a Request for Reconsideration of an OUSF administrative preapproval letter within **15 days after the funding letter was filed.** See OAC 165:59-3-66(15)

**Notices of Disbursement will no longer be filed.** See OAC 165:59-3-68(m) and 59-3-70(l)

- Final determinations will include the date OUSF funding will be deemed final, provided no Requests for Reconsideration are filed.

# Monthly Payments



# Amended Rules Impacting Monthly Payment Requests

**Monthly Payment Request submissions and attestations are generally\* no longer required to receive OUSF funding.** See OAC 165:59-3-73 and 59-3-74(a)(2).

- Monthly payments will automatically be paid as provided in the most recent Final Determination, Commission Order, or Change Request.
- Funding will be subject to true-up / refund / reimbursement, as applicable.
- \*PUD 201200184, PUD 200200407, and PUD 200000211, where monthly payment amounts vary each month, the monthly payment process will not change.
  - Providers will continue to request monthly payments and provide supporting documentation.
- \*Oklahoma Lifeline Program funding will continue to require monthly submission.

Accordingly, the OUSF Administrator anticipates more true-ups / refunds / reimbursements will be needed. This process will continue as it does currently. Calculations will be completed by Decisions and Providers can view line-item adjustments.

# Change Requests

# Amended Rules impacting Change Requests

**Change Request (“CR”) submissions are required to meet notification requirements and to make changes, including:**

*See OAC 165:59-3-74(a)(3) and (a)(4)*

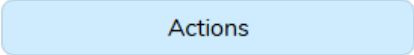
- Bandwidth and/or Price
- Location of Circuits
- Receipt of alternative funding
- Circuit disconnect
- Update OUSF 5-year circuit end date (under development)
- Pause OUSF funding
- Resume OUSF funding
- Change in E-rate Category 1 funding percentage
- Change in approved USAC funding

**Change Requests will be submitted in Decisions.**

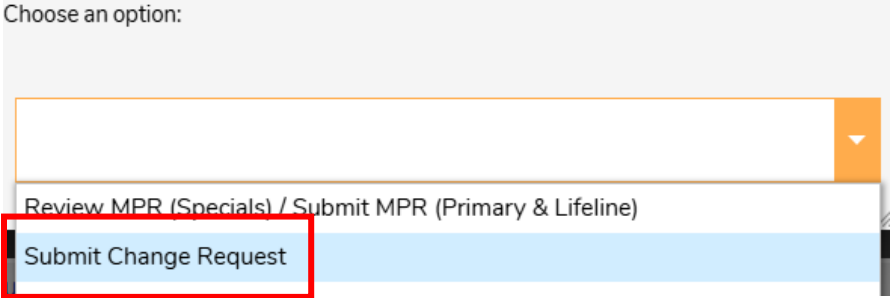
- Emailed CR submissions are no longer accepted.
- Providers can view the status of submitted CRs in the new **Change Request Dashboard** in the Provider Portal.
- **Change Request Resolutions (“CRR”)** approving or denying CRs will be filed in ECF by the OUSF Administrator. A copy of the CRR will be emailed to the Service Provider and Beneficiary.
- Providers should submit a CR within 30 days of becoming aware of a change.

# Change Request Submission (all CRs)

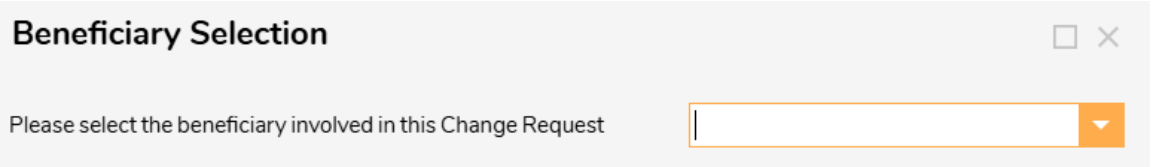
1. Actions Button from Provider Dashboard



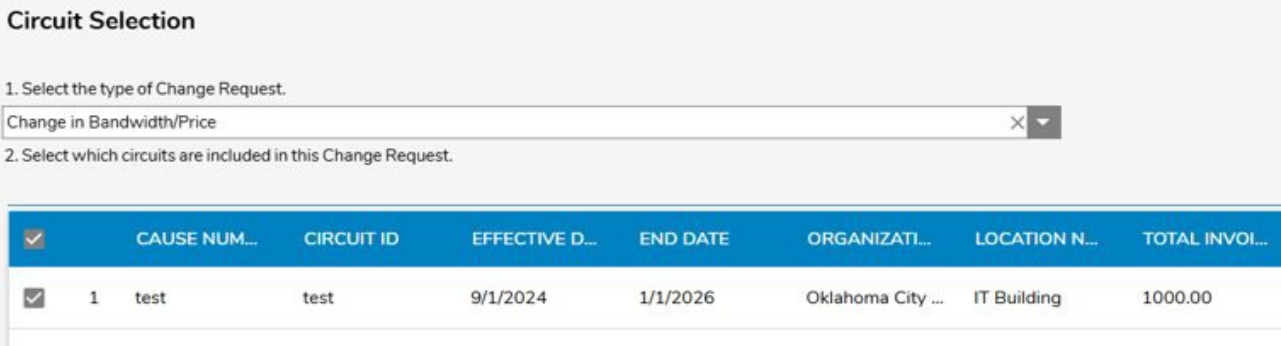
2. Submit Change Request option



3. Beneficiary Selection



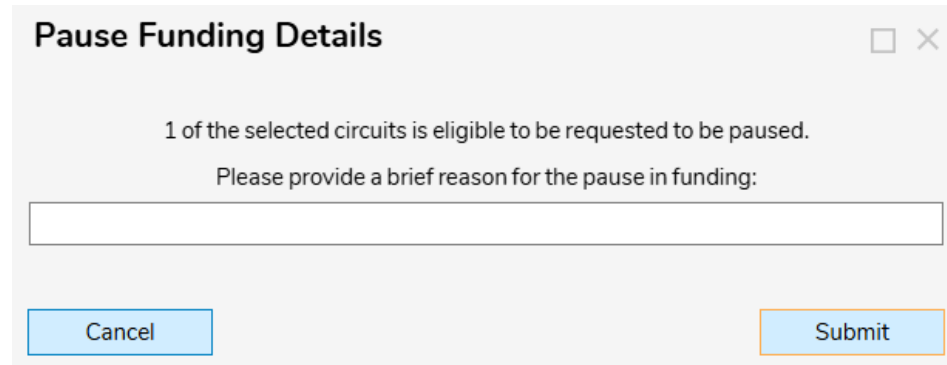
4. Type of CR and Circuit Selection



\*Disclaimer: The process may change slightly over time. Please follow the prompts in the forms. The experience should remain similar.

# Example CR Submission – Pause Funding (no documentation required)

## 1. Reason for pause



**Pause Funding Details** □ ×

1 of the selected circuits is eligible to be requested to be paused.


Please provide a brief reason for the pause in funding:

**\*Disclaimer:** The process may change slightly over time. Please follow the prompts in the forms. The experience should remain similar.

# Example CR Submission – Change in Price/Bandwidth (documentation required)

## 1. Bandwidth/Price Details


Input the CircuitID, New Bandwidth, New OUSF Invoice Amount, and the Effective Date for each circuit:

Current Info:				New Info:					
Current CircuitID	Service Type	Current Bandwidth	Current OUSF Invoice Amount	CircuitID	Bandwidth Number	Bandwidth Unit	OUSF Invoice Amount	Effective Date	
test	internet	1.00GB	1000.00	test	1.00	GB	1000.00	10/7/2024	

## 2. Upload Documentation

Additional Optional Comments:

Upload the required documentation as shown above:

  
Drag file(s) here

or

[CHOOSE FILE\(S\)](#)

**\*Disclaimer:** The process may change slightly over time. Please follow the prompts in the forms. The experience should remain similar.

# Successful Change Request Submission



## Successful Submission

Your Change Request has been submitted.

Changes will not be effective until approved or denied. The status of the Change Request is visible on the Provider Dashboard.

Please reach out to [ousf@occ.ok.gov](mailto:ousf@occ.ok.gov) with any other questions.

Thank you!

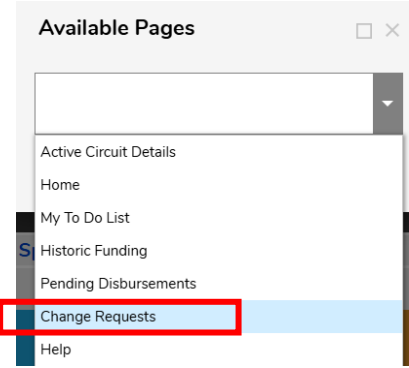
**DISMISS**

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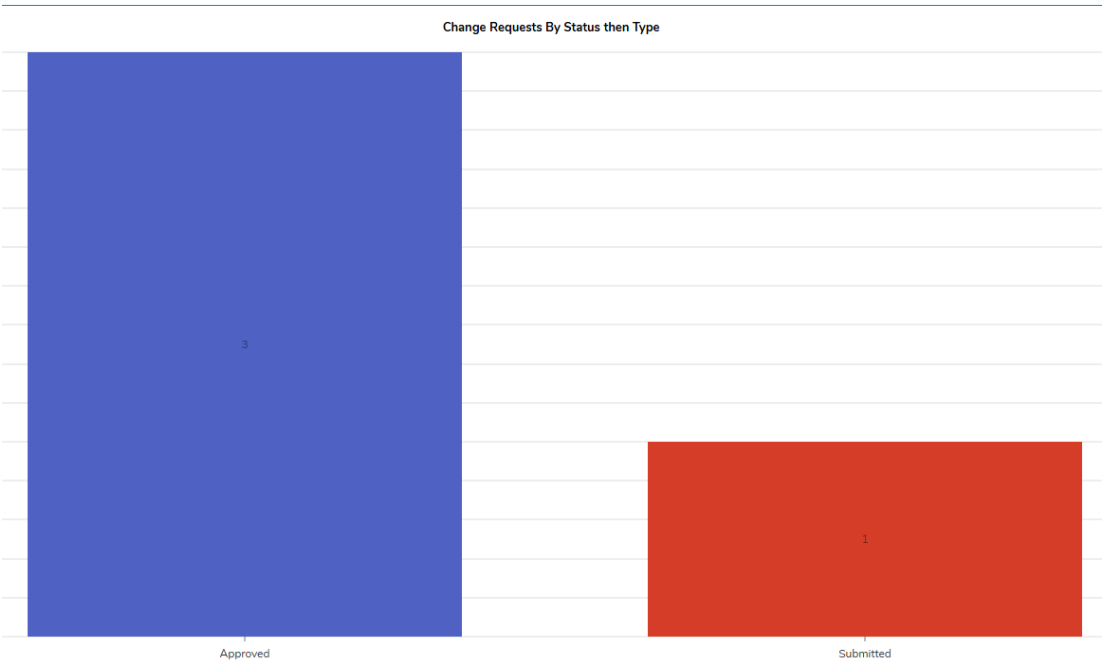


# View Status of CRs Submitted

1. Menu Button > Change Requests



2. Chart Results



**\*Disclaimer:** The process may change slightly over time. Please follow the prompts in the forms. The experience should remain similar.

**Questions?**

# Thank you!

[OUSF@occ.ok.gov](mailto:OUSF@occ.ok.gov)