

HB 200  
**Healthcare Workforce Investment Fund**  
**IMPLEMENTATION PLAN**

UPDATED 1/17/2024

## Purpose

Created in the 2023 Regular Session of the Kentucky General Assembly through HB 200, the Healthcare Workforce Investment Fund (HWIF) is a groundbreaking framework for public/private partnership. The legislation shares responsibility between industry and government to carry out a dedicated mission - to cultivate a robust healthcare workforce in Kentucky. The core objectives are twofold: providing educational scholarships to students pursuing programs targeting critical workforce needs in healthcare professions (65% of funds) and recognizing and rewarding excellence among Kentucky healthcare professional education and training programs (35% of funds).

The Kentucky Council on Postsecondary Education (CPE) is responsible for administering the funds. Dr. Leslie Sizemore, CPE Assistant Vice President for Workforce Development, and Michaela Mineer, CPE Senior Associate for Healthcare Workforce Initiatives, are the points of contact for the implementation of HWIF.

## Statutes

[KRS 164.0401](#)

[KRS 164.0402](#)

[KRS 164.0403](#)

[KRS 164.0404](#)

## Regulations

[13 KAR 5:010 – Healthcare Training Scholarships](#)

[13 KAR 5:020 – Healthcare Program Incentives](#)

## Major Components

The following are identified as major components involved in executing the HWIF:

1. Establishment of HWIF Steering Committee
2. Setting HWIF Priorities
3. Notice of Funding Opportunities
4. Partnership Proposals - Healthcare Training Scholarships
  - a. Evaluation Process
  - b. Partnership Awards
  - c. Responsibilities of the Healthcare Program
5. Incentive Proposals – Healthcare Program Incentives
  - a. Evaluation Process
  - b. Incentive Awards
6. Progress Reports

The following sections provide more detail about the supports needed and plans to carry out each component.

### 1. Establishment of HWIF Steering Committee

The regulations governing the HWIF require that CPE compile a steering committee to advise on issues related to healthcare training scholarships, including determining funding allocations, defining partnership proposal criteria, and making the awards. The steering committee is required to have a minimum of nine members who represent healthcare workforce, state government, and healthcare programs, plus one member of the Council on Postsecondary Education.

After collecting nominations, CPE staff extended invitations to HWIF Steering Committee nominees on October 31, 2023. All nominees were asked to accept or decline their invitation by November 15, 2024.

During CPE’s Council meeting on November 17, 2024, Madison Silver, CPE Chair, appointed the following members to the steering committee for a one-year term beginning March 1, 2024, with the opportunity to renew their appointment in March 2025:

ROLE	NAME
<b>CPE Representative &amp; Committee Chair</b>	<b>LaDonna Rogers</b>
<b>Healthcare Industry</b> CEOc Chairman’s Circle/Board Chair of the Foundation for a Healthy Kentucky	<b>Dr. Cliff Maesaka</b>
<b>Healthcare Industry</b> Kentucky Hospital Association	<b>JP Hamm</b>
<b>Healthcare Industry</b> Baptist Health – Paducah	<b>Dr. Michael Muscarella</b>
<b>State Government</b> KY Education & Labor Cabinet	<b>Beth Brinly</b>
<b>State Government</b> KY Cabinet for Health & Family Services - Department for Behavioral Health, Developmental and Intellectual Disabilities	<b>Dr. Vestena Robbins</b>
<b>State Government</b> KY Cabinet for Health & Family Services – Department of Public Health	<b>Beth Shafer</b>
<b>Postsecondary Education</b> University of Kentucky College of Medicine	<b>Amy Mitchell Cowley</b>
<b>Postsecondary Education</b> Kentucky Community & Technical College	<b>Dr. Kelli Selvage</b>
<b>Postsecondary Education</b> Association of Independent Kentucky Colleges & Universities	<b>Mason Dyer</b>

### Steering Committee Meetings

The HWIF Steering Committee are to meet bimonthly. Meetings are located at the CPE office in Frankfort, KY, but a Zoom option is provided to committee members that need a virtual option.

- Wednesday, March 20, 2024, at 1:00pm EST
- Wednesday, May 22, 2024, at 1:00pm EST
- Wednesday, July 24, 2024, at 1:00pm EST

In order for the steering committee to be informed and guide decision making, stakeholder groups are to be invited to attend meetings to testify about their workforce needs. Those invited to testify have 10 minutes to present and 5 minutes for Q&A from the HWIF Steering Committee. Invitations are to be extended one-month prior to the meeting.

## **2. Setting HWIF Priorities**

### **Healthcare Training Scholarships**

Through statute, CPE is directed to evaluate and prioritize awarding funds to partnership proposals that plan to (1) address the specific needs of a historically underserved county, (2) improve racial and ethnic diversity within a specific designated healthcare credential, (3) reduce the workforce demand of a specific eligible healthcare credential that is determined to be among the highest in demand in the state, or (4) from a healthcare partner with fifty or fewer employees.

### **Healthcare Program Incentives**

Through statute, CPE is directed to evaluate and award incentive funds to programs based on (1) workforce demands and capacity for the credential, (2) if/how the program is meeting healthcare workforce needs in an underserved county, (3) the passage rate of graduates of the program on the healthcare credential examination, and (4) other relevant factors related to meeting community workforce needs as determined by CPE.

### **Data Sources:**

- Kentucky Center for Statistics (KYSTATS)
- JobsEQ
- Bureau of Labor Statistics (BLS)
- Kentucky Hospital Association's Annual Workforce Survey
- KY Cabinet for Health and Family Services – 2023 Healthcare Workforce Capacity Report

At the first HWIF Steering Committee meeting on March 20, 2024, pertinent information about current healthcare program demand and county status relative to underserved need are to be presented to committee members. These data points are to be used to set funding priorities.

The purpose of the second scheduled HWIF Steering Committee meeting is to review the proposal submission forms and develop the scoring scale for the rubrics' criteria. Funding appropriated to the HWIF will be known at that time and can be considered in determining proposal solicitations. The HWIF Steering Committee has the ability to add an additional scoring criterion to each of the rubrics. More information about the evaluation criteria is in section 4.

## **3. Notice of Funding Opportunities**

Specific details about the criteria and priorities set by the HWIF Steering Committee will be released on June 3, 2024 on CPE's website and a media release. Applications for partnerships and incentive awards will open on July 1, 2024. The application will close on August 15, 2024 and all awards will be made by September 13, 2024.

## 4. Partnership Proposals - Healthcare Training Scholarships

### Evaluation Process

The following rubric is used to guide the evaluation process. During their second meeting, HWIF Steering Committee is to use the data presented to develop the scoring scale for each of the rubric's criteria. The HWIF Steering Committee has the ability to modify scoring criterion in the rubric. The final rubric is published on June 3, 2024.

<b>Criteria</b>	<b>Points (100 total)</b>
Supply/Demand of Credential	<b>30 points</b>
Focus on Increasing Diversity in Credential/Licensure Area	<b>20 points</b>
Geographic Area of Partnership	<b>20 points</b>
Size of Healthcare Partner	<b>10 points</b>
Dedication to Student Success	<b>10 points</b>
<i>*Criteria to be selected by HWIF Steering Committee</i>	<b>10 points</b>

The proposal solicitation closes on August 15, 2024. Using the final rubric, CPE staff and the HWIF Steering Committee are to review and score each of the proposals by September 6, 2024. CPE staff are to take all completed rubrics into consideration and determine the final award list by September 12, 2024.

### Partnership Awards

Award notices go out to selected entities on September 13, 2024.

According to 13 KAR 5:010, upon award, CPE, the healthcare partner, and the healthcare program enter a partnership contract, which is outlined in KRS 164.0403. The contract is to be signed by all parties before the funds are dispersed. Once signed, the funds are to be disbursed directly to the healthcare program and will be managed by those entities with reports back to CPE.

### Responsibilities of Healthcare Program

After funds are distributed, it is the responsibility of the healthcare program to solicit, accept, and review healthcare training scholarship applications submitted by students in the program. The contract outlines whether the review process will take place in collaboration with the healthcare partner.

Once scholarship recipients are selected, the healthcare program enters a contract with each recipient. Through the contract, the recipient agrees to practice as a licensed or certified medical profession in Kentucky for a contract period of one year for each academic year funded by the scholarship up to a maximum of two years total; and sign a promissory note recognizing the obligation to repay the scholarship among upon failure to complete the contract terms.

## 5. Incentive Proposals – Healthcare Program Incentives

### Evaluation Process

The following rubric is used to guide the evaluation process. During their second meeting, HWIF Steering Committee is to use the data presented to develop the scoring scale for each of the rubric's criteria. The HWIF Steering Committee has the ability to add an additional scoring criterion to the rubric. The final rubric is published on June 3, 2024.

<b>Criteria</b>	<b>Points (100 total)</b>
Supply/Demand of Credential	<b>30 points</b>
Geographic Area of Partnership	<b>20 points</b>
Dedication to Student Success	<b>20 points</b>
% Increase in Student Completion of Program	<b>10 points</b>
Graduates' Passage Rate of Credential Examination	<b>10 points</b>
<i>*Criteria to be selected by HWIF Steering Committee</i>	<b>10 points</b>

The application closes on August 15, 2024. Using the final rubric, CPE staff and the HWIF Steering Committee are to review and score each of the proposals by September 6, 2024. CPE staff are to take all completed rubrics into consideration and determine the final award list by September 12, 2024.

### Incentive Awards

Award notices go out to selected entities on September 13, 2024.

Once an award is made, the Council and healthcare program enter a contract to distribute the funds.

## 6. Progress Reports

Each entity that receives funding from HWIF must submit a progress report by November 15, 2024, and another by June 1, 2025.

Entities that receive funding for healthcare training scholarships must include a summary of the scholarship selection process, awardees and scholarship amounts, and student outcomes.

Entities that receive funding for healthcare program incentives must include proof that the entire amount of the incentive is invested in the continued excellence of the program through education, recruitment, and training of faculty and staff; or maintenance and acquisition of medical equipment utilized in the program.

### HWIF Implementation Schedule

January 17, 2024	HWIF Implementation Plan Webinar
March 20, 2024	HWIF Steering Committee Meeting #1
May 22, 2024	HWIF Steering Committee Meeting #2
June 3, 2024	HWIF funding opportunities, priorities, submission form templates, and scoring rubrics are published on CPE website
July 1 – August 15, 2024	Submission period for HWIF partnership proposals and incentive awards
July 24, 2024	HWIF Steering Committee Meeting #3
August 16 – September 12, 2024	Evaluation period of HWIF partnership proposals and incentive awards
September 13, 2024	Award notices go out