



Program Guidance

Minnesota Electronic Health Record (EHR) Loan Program

Program Information

- Maximum loan amount: dependent upon funds available
- Interest rate: zero percent interest
- Loan duration: six years
- Repayment: quarterly payments beginning no later than **one** year from loan agreement execution date. Earlier repayment will be allowed.
- Application fee: \$750. There will be no further costs associated with closing this loan.

Eligible Borrowers*

- Federally qualified health centers
- Community clinics, as defined under section 145.9268
- Nonprofit or local unit of government hospitals licensed under sections 144.50 to 144.56
- Individual or small group physician practices that are primarily focused on primary care
- Nursing facilities licensed under sections 144A.01 to 144A.27
- Local public health departments as defined in chapter 145A
- Other providers of health or health care services approved by the commissioner when interoperable electronic health record capability would improve quality of care, patient safety or community health.

** Priority will be given to the following applicants:*

- Critical access hospitals
- Federally qualified health centers
- Entities that serve uninsured, underinsured and medically underserved individuals, urban or rural
- Individual or small group practices that are primarily focused on primary care.

The commissioner of health has discretion over the size, number of loans and is not required to loan to an eligible borrower.

Eligible Projects

- Finance the purchase of certified electronic health records¹ or qualified electronic health records as defined in section 62J.495, subdivision 1a
- Enhance the utilization of electronic health record technology, e.g., costs related to upgrades to meet certified electronic health record or a qualified electronic health record criteria
- Train personnel in the use of electronic health record technology or
- Improve the secure electronic exchange of health information.

NOTE: Ineligible projects

- Refinancing of existing debt or other obligations related to EHR system projects
- Implementing billing or other electronic systems or products independent of EHR.

¹ EHRs certified by ONC-Authorized Testing and Certification Bodies (ONC-ATCBs)
<http://onc-chpl.force.com/ehrcert>

Loan Process

Application and Review

Note: In addition to the application form, a \$750 application fee, payable to the State of Minnesota, is required as a part of the application.

The application form requires the following information:

1. Loan amount requested
2. Organizational information
3. Clear description of the purpose and project for which the loan proceeds will be used and how the project is aligned with the organization's strategic plan
4. Project work plan, including responsible individuals and time line for completion
5. Clear description of capabilities to, or plans to, address interoperability with other health care entities
6. Clear description of how system will support patient security and privacy
7. Vendor product and vendor quotes. Product must be certified or qualified. If not, explanation required.
8. Financial documentation.

Loan Approval Criteria

Loan approval will be based upon:

- 1) Eligibility of the applicant
- 2) Eligibility of the project (e.g. EHR product(s) certification status and EHR system capabilities to interconnect or interoperate with other health care entities)
- 3) Priority status of applicant organization per statute (see note under Eligible Borrowers)
- 4) Availability of loan funds
- 5) Organization's financial stability and ability to repay loan.

Contact for questions or more information:

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