



Health Resources & Services Administration

Office of Planning, Analysis and Evaluation

5600 Fishers Lane

Rockville, MD 20857



DATE: April 10, 2025

TO: Dan Cline, Office of Management and Budget Desk Officer

FROM: Samantha Miller, Health Resources and Services Administration
Information Collection Clearance Officer, Office of Planning, Analysis
and Evaluation

Request: The Health Resources and Services Administration (HRSA), Office of Federal Assistance and Acquisitions Management requests approval for changes to the COVID-19 Provider Relief Programs Single and Commercial Audits and Delinquent Audit Reporting Submission Activities (OMB 0915/0906-0083 expiration date November 30, 2027).

Purpose: The purpose of this request is to add a follow-up email communication to providers who respond to the Office of Federal Assistance and Acquisitions Management's initial outreach that they are not subject to audit requirements per 45 CFR 75 Subpart F because they believe they are below the audit threshold. This follow-up response is necessary to reiterate to providers the nuances regarding the audit requirements and recommend that providers consult with an accounting professional to confirm they are below the audit threshold.

Changes: Table A includes the type of instrument that will be added, a description of the change, and the rationale for the change. Attached is the Below the Threshold Email. The overall scope of the additional email is to ensure providers that state they are under the audit threshold understand the audit requirements per 45 CFR 75 Subpart F and consult with an accounting professional to confirm their audit requirement status.

Time Sensitivity: The data collection changes must be completed in a timely manner to ensure that the providers submitted their attestations consult with an accounting professional to confirm if they are under the audit threshold.

Burden: These changes included herein do not substantially change the estimated reporting burden for providers. Burden is expected to increase by 0.083 hours (approximately 5 minutes). Making these changes will allow HRSA to reiterate the audit requirements to providers and recommend they consult with an accounting professional to confirm that they are below the audit threshold.

PROPOSED CLARIFICATIONS AND NON-SUBSTANTIVE CHANGES:

Table A

Instrument	Change implemented	Rationale
Below the Audit Threshold Email	New communication	New email to providers to reiterate the audit requirements and recommend they consult an accounting professional to confirm they are under the audit threshold.

Attachment:

1. Below the Audit Threshold Email (New Email)