Arizona Medical Student Loan Program Participant
(AZMSLP)

The Board of Medical Student Loans encourages participants of this program to consider serving in a rural county in the state of Arizona. The Board would like participants to give special consideration to those areas in Arizona outside of Phoenix and Tucson that struggle to find physicians to provide medical care to their residents. Before applying for a job you need to make sure you comply with the requirements of the AZMSLP.

In order for a site to qualify, it must be designated as *HPSA, MUA, MUP, FQHC, Indian Reservation, or Correctional facility. Below we provide you with tools you need to verify a site, to look for a site and/or to search for a job.

Once you have confirmed that the site complies with the requirements of the AZMSLP, you must write a letter to the Board of Medical Student Loans to request approval prior to the job interview/signing a contract. You must submit proof of site designation along with the letter to the Board.

To write a letter to the Board refer to page 2.

*HPSA (Health Professional Shortage Area), MUA (Medically Underserved Area), MUP (Medically Underserved Population), FQHC (Federally Qualified Health Centers)

1. Verify or Find a Site

- If you have a location in mind and you want to verify that the site qualifies as a designated center go to: [http://datawarehouse.hrsa.gov/GeoAdvisor/ShortageDesignationAdvisor.aspx](http://datawarehouse.hrsa.gov/GeoAdvisor/ShortageDesignationAdvisor.aspx)
  - The address you input will provide you with the HPSA or MUA/MUP designation status
  - Be sure the HPSA shows as ‘Designated’
  - If HPSA shows as ‘Proposed Withdrawal’ that location/center is being reevaluated; therefore it’s not a designated center
  - Print out the information that shows the location/center as ‘Designated’ and submit along with the letter to the Board

- This site provides a list of all Federally Qualified Health Centers (FQHC). To search for a site go to: [http://www.hrsa.gov/gethealthcare/index.html](http://www.hrsa.gov/gethealthcare/index.html)
  - Click Find a Health Center
  - Type ‘Arizona’ in the address box and click Find a Health Center
  - Download report

- If you are looking to serve on an Indian Reservation you can click the link below to access the Tribal Health Services Directory and the State of Arizona Tribal Liaisons Resource Directory and search for a center/location. [http://www.azdhs.gov/diro/tribal/directories.htm](http://www.azdhs.gov/diro/tribal/directories.htm)

- Correctional Facilities - If you are interested in working at a correctional facility, you can determine whether that facility is currently designated as an eligible work site by going to: [http://hpsafind.hrsa.gov/HPSASearch.aspx](http://hpsafind.hrsa.gov/HPSASearch.aspx)
  - Click on Advanced search by HPSA Type (see small print on the right side just above box)
  - State: Select ‘Arizona’
  - County: Select ‘All Counties’
  - Discipline: Select ‘Primary Medical Care’
  - Type: Select ‘Correctional Facility’
2. Rural and Underserved Job Vacancy Sites

Below are websites that you can use to locate a job in rural and underserved locations throughout the state of Arizona.

- **3RNet – Healthcare Jobs Across the Nation** - This site will help you locate a job in a rural community. The free site listing also includes whether the location is a National Health Service Corp (NHSC) site or J-1 site; which “potentially” indicates that it falls in a federally designated underserve area (HPSA, MUA, and MUP).
  
  Website: [https://www.3rnet.org/locations/arizona](https://www.3rnet.org/locations/arizona)

- **National Health Service Corp (NHSC)** - This site provides you with a job listing of all jobs that are located in a Federally Designated HPSA.
  
  Website: [http://nhscjobs.hrsa.gov/Search_HPOL.aspx](http://nhscjobs.hrsa.gov/Search_HPOL.aspx)

- **Association of Community Health Centers** - This site provides a member directory with over 100 satellite clinics which would “potentially” qualify for the AZMSLP obligation. This site provides contact information as well.
  
  Website: [http://www.aachc.org/what-is-a-healthcare-center](http://www.aachc.org/what-is-a-healthcare-center)

3. Writing a Letter to the Board of Medical Student Loans

Once you have confirmed the location is a Federally Qualified Health Center you need to write a letter to the Board of Medical Student Loans requesting permission to sign a contract to work at that location. The letter must be addressed to:

Carol Q. Galper, Ed.D.
Chairperson, Board of Medical Student Loans c/o Marta Andino
Midwestern University,
Office of Student Financial Services
555 31st Street
Downers Grove, IL 60515

The following information must be provided in the letter as well:

1. Facility name
2. Full address including zip code
3. Telephone number
4. Printed information that shows the site qualifies as HPSA, MUA, MUP, FQHC, Indian Reservation, or Correctional facility

**Note:** Board meetings held twice a year

*For questions or additional information*

Please contact the Arizona Medical Student Loan Program liaison, Marta Andino, via email at: [mandin@midwestern.edu](mailto:mandin@midwestern.edu) or by phone at 866-729-2698. Or contact Sherri McClellan, via email at: [smcclellan@email.arizona.edu](mailto:smcclellan@email.arizona.edu)