

# NH Family Planning Program Reporting Calendar SFY 24-25

All due dates and reporting requirements are subject to change at the discretion of the NH Family Planning Program and Title X Federal Requirements.

<b><u>Due within 30 days of G&amp;C approval:</u></b>	
<ul style="list-style-type: none"> <li>• Clinical Guidelines signatures</li> <li>• 2024-2025 Work Plan</li> </ul>	
<b>SFY 24 (July 1, 2023- June 30, 2024)</b>	
<b>Due Date:</b>	<b>Reporting Requirement:</b>
April 1, 2024	Sliding Fee Scales/Fee Schedules
May – June 2024 ( <i>Official dates shared when released from HRSA</i> )	340B Annual Recertification Period for Title X Family Planning & CDC (STD/TB) <a href="http://ow.ly/NBJG30dmcF7">http://ow.ly/NBJG30dmcF7</a>
May 6, 2024	Pharmacy Protocols/Guidelines
May 24, 2024	I&E Material List with Advisory Board Approval Dates
June 2024 (TBD)	NH DHHS Sexual Health Webinar Clinical Staff Signatures ( <i>Live webinar occurs in May; signatures are due 30 days after webinar recording is made available</i> )
June 2024 (TBD)	Clinical Guidelines Signatures (effective July 1, 2024)
<b>SFY 25 (July 1, 2024 – June 30, 2025)</b>	
<b>Due Date:</b>	<b>Reporting Requirement:</b>
August 30, 2024	SFY 2024 End of Year Reporting*
January 10, 2025	Family Planning Annual Reporting (FPAR)**
April 4, 2025	Sliding Fee Scales/Fee Schedules
May – June 2025 ( <i>Official dates shared when released from HRSA</i> )	340B Annual Recertification Period for Title X Family Planning & CDC (STD/TB) <a href="http://ow.ly/NBJG30dmcF7">http://ow.ly/NBJG30dmcF7</a>
May 2, 2025	Pharmacy Protocols/Guidelines
May 23, 2025	I&E Material List with Advisory Board Approval Dates
June 2025 (TBD)	NH DHHS Sexual Health Webinar Clinical Staff Signatures ( <i>Live webinar occurs in May; signatures are due 30 days after webinar recording is made available</i> )
Late June 2025	Clinical Guidelines Signatures (effective July 1, 2025)

**\*End of Year Reporting Items include:**

- Patient Satisfaction Surveys
- Outreach and Education Report
- Annual Staff Training Report
- Work Plan Update/Performance Measure Outcome Report
- Performance Measure Data Trend Tables (DTT)
- Policies: abstinence education, HIV/STI, minors counseling

**\*\*FPAR Reporting items include:**

- Source of Revenue
- Clinical Data (HIV & Pap Tests)
- Table 13: FTE/Provider Type

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In addition to the above reporting requirements, agencies conducting in-house sterilizations must submit agency Public Health Sterilization Records on a quarterly basis and in accordance with the following timeline:

SFY 2024 Public Health Sterilization Records	SFY 2025 Public Health Sterilization Records
<b>July 2023 - September 2023 records:</b> <i>Due October 9, 2023</i>	<b>July 2024 - September 2024 records:</b> <i>Due October 7, 2024</i>
<b>October 2023 - December 2023 records:</b> <i>Due January 8, 2024</i>	<b>October 2024 - December 2024 records:</b> <i>Due January 13, 2025</i>
<b>January 2024 - March 2024 records:</b> <i>Due April 8, 2024</i>	<b>January 2025 - March 2025 records:</b> <i>Due April 7, 2025</i>
<b>April 2024 - June 2024 records:</b> <i>Due July 8, 2024</i>	<b>April 2025 - June 2025 records:</b> <i>Due July 7, 2025</i>

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