

SERVICE APPROVAL GUIDELINES FOR HSM LOAN REPAYMENT



These guidelines apply to borrowers whose field of study include chiropractic medicine, dentistry, optometry, osteopathic medicine, podiatry, or primary care medicine specializing in emergency medicine, family practice, general medicine, geriatrics, internal medicine, obstetrics and gynecology, pediatrics, and psychiatry.

A borrower may practice full-time:

- in any town, village or urban area designated as a health [man-power shortage area](#) by the State Education Assistance Authority (SEAA), or designees approved by the SEAA Board of Directors; or
- in health care fields in which there are critical shortages in state-owned mental and rehabilitation facilities; community-sponsored mental health clinics and facilities for the mentally retarded; and state and community-sponsored correctional and youth services institutional facilities; or state or local public health departments and nonprofit community primary care programs, [pre-approved primary care practice sites](#), or other areas or institutions approved by the SEAA Board of Directors.

Service Application Process: A borrower must file an [Application for Proposed Practice Location form](#) in order to apply for practice site approval. A practice site must be approved by the SEAA in order to qualify for service cancellation. The practice site must serve Medicare and Medicaid patients as well as the indigent and to accept payment under these programs (Titles XVII and XIX of the Social Security Act) in order to qualify for practice site approval. Completed forms or questions concerning the application process should be directed to the address and telephone number below:

SEAA -Repayment Services
P.O. Box 14223
RTP, NC 27709-4223

(919) 549-8614 (Local)

(800) 700-1775, option # 2 (Toll Free)

If you change your practice site prior to the end of your scholarship loan obligation, please be aware that you must seek approval from the SEAA prior to the change to assure that your new site will allow continuous service credit. If your practice site was based on a shortage list, a new site change will be reviewed based on the current shortage list in effect at the time of your change.

PRACTICE OR EMPLOYMENT

- Full-time employment should begin within ninety (90) days after completion of training unless otherwise stated in the promissory note for which each loan was awarded.
- Practice begins for physicians and veterinarian within three years after graduation from medical school and within ninety (90) days after completion of their postgraduate training unless otherwise stipulated in the promissory note.
- Practice begins for dentists and optometrists within ninety (90) days after passing the North Carolina Licensure Examination unless other stipulations are made in the promissory notes.

- Mathematics and science doctoral students must be employed within seven (7) years from the date of the initial loan.
- Mathematics and science masters students must be in practice within three (3) years after the initial loan.

CANCELLATION

Loans received for all programs, with the exception of nurse education, may be cancelled with interest on the basis of a calendar year of service for each academic year or fraction thereof for which the student received a loan.

EXAMINATIONS

- Licensure examinations must be written the first time they are offered following the completion of required coursework.
- If the recipient fails to pass the first two successive licensure examinations offered following the completion of required coursework, a recipient's note(s) becomes due and payable.