

U.S. Citizenship and Immigration Services – Conrad 30 Waiver Program
Hawaii State Department of Health – Family Health Services Division
Office of Primary Care and Rural Health

Hawaii Conrad 30 Waiver Program FLEX Application Checklist
available at <https://health.hawaii.gov/opcrh/home/conrad-30-j-1-visa-waiver/>

1. Up to ten awards will be made for FLEX Waiver applications received October 1 through October 31. If an application for a FLEX waiver is not complete by October 31, it will be rejected and can be resubmitted after October 31. Applications received after October 31 will be evaluated and awarded on a first come, first served basis subject to remaining FLEX Waiver availability. Only complete applications will be considered for award. DOH will inform applicants whether their application is complete. **Email complete application to: doh.conrad30@doh.hawaii.gov**

1. Name of the physician.
2. Case number of the physician.
3. Specialty of the physician.
4. Copy of signed employment contract.
5. Location(s) where physician will be providing services.
 - a. Categorize location(s) as:
 - i. A federal primary care health professional shortage area (HPSA)
 - ii. A medically underserved area (MUA)
 - iii. A medically underserved population (MUP)
 - iv. None of the above/non-designated area
 - b. Provide an estimated percent of time providing medical services at each location(s).
6. A narrative describing in detail how the applicant will contribute to improving the healthcare for underserved individuals in Hawaii. Considerations to address in the narrative may include:
 - a. The population most likely to access and benefit from the applicant’s services.
 - b. The need for increasing access to the medical specialty for the population most likely to benefit from the applicant’s services.
 - c. Percent of underserved patients (Medicaid, Medicare, uninsured/self-pay, and patients residing in underserved areas) currently served by the applying facility overall and by the applicant’s specialty at applying facility specifically.
 - d. Description of the physician’s understanding of Hawaii populations and culture.