



RGV Therapeutics, L.L.P.

5000 N. McColl, McAllen, TX. 78504



March 4, 2019

United States Department of Health & Human Services
200 Independence Avenue, S.W.
Washington, D.C. 20201

Dear Dr. Mangi

I am in receipt of your letter regarding the Licensing and Medicare/Medicaid Reimbursement. I understand the new requirements for all Medicare/Medicaid reimbursement patients that has become effective immediately. Due to these new requirements, my partners and I have decided to make a few changes in our staff that will be effective as early as Monday, March 11, 2019. Per your request I have listed a breakdown of our new staffing changes along with their qualifications at each of our clinics below.

1. Clinic 1 Staff
 - 2 – Physical Therapy Assistants
 - 4 – Physical Therapists
 - 2 – Master's Degreed Physical Therapist
2. Clinic 2 Staff
 - 2 – Physical Therapy Assistants
 - 4 – Physical Therapists
 - 2 – Master's Degreed Physical Therapist
3. Clinic 3 Staff
 - 2 – Physical Therapy Assistants
 - 4 – Physical Therapists
 - 2 – Master's Degreed Physical Therapist

Our staff including the new Physical Therapists that will start on Monday, March 11th have all been abreast of these new reimbursement requirements for our Medicare/Medicaid patients. I do not foresee any issues/confusion with these new changes.

Sincerely,

Roxanne Arellano
Director of Human Resources

c: Mike Arellano, CEO

To: kkelan@hhs.gov

Cc: marellano@rgvtherapeutics.com

Subject: Licensing and Medicare/Medicaid Reimbursement – RGV Therapeutics, L.L.P.

Hello, good morning Ms. Kelan

My name is Roxanne Arellano and I am the Director of Human Resources at RGV Therapeutics. I was needing some clarification regarding the new Medicare/Medicaid Reimbursement procedures that have taken effect. We are in the process of mapping out a few staffing changes at each of our clinics as early as Monday, March 11th to make sure we are in compliance. Are we able to have a one to two ratio with one MPT overseeing two PT's per clinic?

Your prompt response will be greatly appreciated as work diligently to make these necessary changes as quickly as possible.

Regards,

Roxanne Arellano

Director of Human Resources

marellano@rgvtherapeutics.com

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Cell: (956) 555-2468

To: marellano@rgvtherapeutics.com ; ptrevino@rgvtherapeutics.com ;
mtoland@rgvtherapeutics.com ; jrivera@rgvtherapeutics.com

Subject: Licensing and Medicare/Medicaid Reimbursement – Urgent

Hello, good morning partners

I hope everyone has been having a great week thus far. I wanted to touch base with you all regarding a notice I received today from the United States Department of Health & Human Services. There has been a change in the way Medicare/Medicaid will process their reimbursements for patients that are covered through them. This new process needs our immediate attention as we will need to make changes in our office staffing as early as Monday, March 11, 2019. Please let me know your availability for this afternoon so that we can discuss these important changes and make some difficult decisions. If you are unable to meet in the office conference room this afternoon, I can conference you in so we can all be on the same page. I have already drafted a proposed plan that I feel will work and would like to present it to you all and get your input.

Sincerely,

Roxanne Arellano
Director of Human Resources
marellano@rgvtherapeutics.com

Office: (956) 555-9287
Cell: (956) 555-2468

RGV Therapeutics, L.L.P.

Employee Memorandum

To: Y. Arzola, R. Trevino, & G. Smith
From: M. Arellano, CEO **M.A.**
Subject: New Legislation Changes Affecting Medicare/Medicaid Reimbursements
Date: March 6, 2019

The purpose of this memorandum is to inform you that our office was in receipt of notification from the United States Department of Health & Human Services this week. The notification was regarding new legislation changes that will affect the way Medicare and Medicaid process their patient reimbursements.

Summary

Our office unfortunately has needed to move forward with difficult decisions regarding our staff at each clinic. These staffing changes were needed to be done immediately due to these requirements. Please know that these changes were necessary due to these new requirements that the American Physical Therapy Association has declared and we must abide by. We sincerely appreciate your hard work, your dedication to our patients, and most of all, we appreciate your patience through this trying process.

Discussion

The new requirements state that there must be a 2:1 ratio of two PT's to be supervised by one MPT per clinic. New employees have been vetted and interviewed this week. Fortunately, we are able to get the new staff on board as early as Monday, March 11th. We will be adding a second MPT per clinic and a fourth PT per clinic. Unfortunately due to the changes, we will only have a total of two PTAs staffed per clinic.

A meet and greet with the new staff members has been scheduled for Friday, March 8th at 5pm in our large conference room at each clinic so that everyone is able to get acquainted with our new staff additions. Catering has been set up for each clinic and I look forward to having a positive turn out. Look forward to seeing you there!

Recommendation

Should you have any questions or would like to sit and discuss these new clinic changes, please do not hesitate to reach out to Roxanne Arellano, Director of Human Resources at our main clinic via e-mail at rarellano@rgvtherapeutics.com.