

May 20, 2025

## Who Should Apply for the Core Team Stabilization Grant?

*Last month the Health Plan of San Mateo (HPSM) launched four new grants for our primary care provider network. Each grant was carefully designed to tackle the unique challenges primary care practices face to improve care for our members. Over the next couple of months, we will be spotlighting each of the grants to encourage eligible organizations to apply!*

Dear provider,

**The purpose of the Core Team Stabilization Grant is to offer competitive sign-on bonuses to augment compensation packages for primary care providers and medical assistants who commit to serve on the primary care team for three to five years, respectively.**

Our **Core Team Stabilization Grant** is designed to help primary care practices in the HPSM network recruit and retain primary care providers and medical assistants. The core team is responsible for caring for a panel of primary care patients and is commonly made up of a primary care provider and medical assistant. Powerful core teams can reduce burnout, improve quality of care, and increase patient access. On the other hand, staff turnover destabilizes the core team.<sup>i</sup>

**You can apply here:** <https://www.hpsm.org/about-us/community-impact/primary-care-investment-strategy/grants/core-team-stabilization-grant>

### What are the terms for hiring a primary care provider?

- Eligibility requirements: To hire a primary care provider, applicant organizations must:
  - Be contracted with HPSM.
  - Hire a provider who:
    - is new to this role in the network.
    - can commit to serve 1,000 HPSM members (to receive full award).
    - Has an active license (MD, DO, NP, PA) and practices in family, internal, or pediatric medicine within the primary care setting.
- Allowable expenses:
  - First year salary and benefits

- Sign-on bonuses
- Relocation expenses
- Referral bonuses
- Professional recruitment agency service fees
- Education loan repayments
- Housing stipends
- Additional opportunities: Down payment assistance, Language stipend
- Maximum award:
  - \$200,000 for physician (MD, DO).
  - \$150,000 for advanced practice provider (NP, PA).
  - Additional \$50,000 if down payment assistance is provided.
  - Additional \$10,000 for language proficiency in Spanish, Chinese, Tagalog, Portuguese, Russian, Arabic or American Sign Language (ASL).
- Stipulations: The provider must remain at the organization for five years to retain full award. Otherwise, full or partial repayment is required by the organization.
  - 50% of the award is forgiven at the three-year mark.
  - 100% is forgiven at the five-year mark.
  - Award size is prorated based on full-time employment status.
  - Organizations may apply together to share a role.
- Decision period: HPSM takes 30 days to review applications and notify applicants whether their application is approved.
  - Disbursement of award will occur after this time period.
  - Organizations can apply for grants and request incentives at any time of the year.

### **What are the terms for hiring a medical assistant?**

- Eligibility requirements: To hire a medical assistant, hired staff must:
  - Be new to this role in the HPSM network.
  - Be a medical assistant – defined as an unlicensed person who has received a certificate or training within the first three months of employment indicating satisfactory completion of training requirements (as specified in Title 16, Division 13, Chapter 3 of the California Code of Regulations).
- Allowable expenses:
  - First year salary and benefits
  - Sign-on bonuses
  - Relocation expenses
  - Referral bonuses
  - Professional recruitment agency service fees
  - Education, training and certification costs

- Housing stipends
- Additional opportunities: language stipend
- Maximum award: \$50,000
- Additional opportunities: \$10,000 for language proficiency in Spanish, Chinese, Tagalog, Portuguese, Russian, Arabic or American Sign Language (ASL).
- Stipulations: Staff must remain at the organization for three years to retain full award. Otherwise, full or partial repayment is required by the organization.
  - 50% of award is forgiven at the two-year mark.
  - 100% is forgiven at the three-year mark.
  - Award size is prorated based on full-time employment status of the staff member.
- Decision period: HPSM takes 30 days to review applications and notify applicants whether their application is approved.
  - Disbursement of award will occur after this time period.
  - Organizations can apply for grants and request incentives at any time of the year.

If you have any questions about any of these grants, please contact our grants team at [grants@hpsm.org](mailto:grants@hpsm.org). All other inquiries should go to HPSM Provider Services at [PSInquiries@hpsm.org](mailto:PSInquiries@hpsm.org).

Thank you,  
The Health Plan of San Mateo

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<sup>i</sup> Bodenheimer, Thomas. "Revitalizing Primary Care, Part 2: Hopes for the Future." *Annals of Family Medicine*. 15 May 2025, <https://www.annfam.org/content/20/5/469.long>.