



Department of Health

ANDREW M. CUOMO
Governor

HOWARD A. ZUCKER, M.D., J.D.
Commissioner

SALLY DRESLIN, M.S., R.N.
Executive Deputy Commissioner

May 29, 2019

Dear Administrator:

This letter provides you with information regarding the **revision** of the Nursing Homes cost report submission due date as stated in the Dear Administrator Letter of May 28, 2019. The 2018 cost report and applicable electronic certifications are now due to the Department by **Monday July 29, 2019**. The 2018 software is now available through the internet-based Health Commerce System (HCS).

The Cost Report Software includes a new schedule: PART I – Prefatory Data – **Community Living for New Yorkers Living with Physical Disabilities** to provide information on efforts made to prepare residents to return to the community. The new schedule includes questions on:

- Functional capacity assessment;
- Interest in information on returning to the community; and
- Prep and orientation to residents for safe and orderly discharge from the facility

Completion of this schedule is required. Please find attached a copy of the schedule. No other changes have been made to the software.

Please note, the following documents are located on the HCS in the NH Cost Report section to aid in the submission:

- RHCF Cost Report Submission Guidelines
- RHCF Cost Report Electronic Certification Access Instructions

If you have any questions regarding the submission of the Nursing Homes Cost Report, please send an email to NFRATES@health.ny.gov and Michelle Santos or Conor Petter will get back to you. Please include RHCF Submission in the subject line.

For HCS access, please send an email to David Szelest at the Bureau of Residential Health Care Reimbursement email RHCF-HCS@health.ny.gov. Please include HCS access in the subject line.

Sincerely,

Laura Rosenthal, Director
Bureau of Residential Health Care Reimbursement
Division of Finance and Rate Setting
Office of Health Insurance Programs

Pre-fatory - 7) Community Living for New Yorkers with Physical Disabilities - ABLE NY		1 - Yes, 2 - No
		9400
The Department has established a new requirement for nursing homes to highlight the importance of providing education and assistance on community living options. The Department of Health is requiring the facility certify to the following:		
1) Has the facility assessed resident' functional capacity?	001	
2) Communicated to residents about their interest in receiving information regarding returning to the community?	002	
3) Provided sufficient preparation and orientation to residents to ensure safe and orderly discharge from the facility?	003	