



Department of Health

ANDREW M. CUOMO
Governor

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

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

September 17, 2018

Dear Administrator/Director of Nursing:

This letter provides information regarding your facility's July 2018 Minimum Data Set (MDS) census data collection periods for Medicaid reimbursement. This is a midnight census to include ALL RESIDENTS regardless of payer source.

NEW: The Department plans to collect data for two census dates. The census dates are April 25, 2018 and July 25, 2018. Facilities will be required to upload their census rosters to the HCS for both the April and July census. The July census will be uploaded to 2018-2 and the April census to 2018-3. Please note that the look back period for the April census is January 23rd; and the July census is April 24th.

Date	Task	Owner
April 25, & July 25	Census date	DOH
Jan 23, & April 24	Lookback ends	DOH / CMS
Sept. 27	Last day to submit data to CMS	Providers
Sept. 28	Freeze database	DOH
October 1	Load census data table to HCS	IT
October 3-26	Upload / Reconcile census data to HCS table	Providers
October 31	MDS Certifications due to PRIMail@health.ny.gov	Providers

After your data has been accepted, you will have an additional seven (7) calendar days, specified in the acknowledgement, in which to make corrections.

Please review the Policy and Procedure for Processing the Minimum Data Set (MDS) Assessment Data for Medicaid Rate Setting Purposes (Revised 12/2009) for detail on the MDS data collection process and upload. The policy manual is available on the MDS for NF Reimbursement section of the Health Commerce System (HCS). The MDS Clarification Memorandum is also available on the MDS section of the Department's website.

If you have any questions please send an email to PRIMail@health.ny.gov and Michelle Santos or James (Conor) Petter will respond to your questions.

Sincerely,

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



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