



## Department of Health

**ANDREW M. CUOMO**  
Governor

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

**LISA J. PINO, M.A., J.D.**  
Executive Deputy Commissioner

May 21, 2021

Dear Administrator:

This letter is to provide you with information regarding the 2020 RHCF Cost Report submissions. The 2020 software is now available through the internet-based Health Commerce System (HCS). The 2020 cost report and applicable electronic certifications are due to the Department by **Tuesday, July 20, 2021**.

No changes have been made to the software from the 2019 submission. Please find attached a copy of the schedule.

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 Cost Report or HCS access, please send an email to David Szelest at the Bureau of Residential Health Care Reimbursement email [RHCF-HCS@health.ny.gov](mailto:RHCF-HCS@health.ny.gov). Please include RHCF Submission or HCS access in the subject line.

Sincerely,

A handwritten signature in black ink that reads "Laura Rosenthal".

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