



Department of Health

ANDREW M. CUOMO
Governor

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

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

June 12, 2020

Dear Administrator:

This letter provides you with information regarding the 2019 RHCF Cost Report submissions. The 2019 software is now available through the internet-based Health Commerce System (HCS). In light of challenges related to the pandemic, the time to complete the cost report has been extended to 90 days. The 2019 cost report and applicable electronic certifications are due to the Department by **Monday, September 15, 2020**.

The cost report software includes a new field to provide an email address that will be used for future communications from the Department. 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 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. Please include RHCF Submission or 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