



Department of Health

KATHY HOCHUL
Governor

JAMES V. McDONALD, M.D., M.P.H.
Commissioner

JOHANNE E. MORNE, M.S.
Acting Executive Deputy Commissioner

December 6, 2023

Dear Administrator:

This letter requests information from your facility regarding the State's Minimum Wage increase. In accordance with section 652 of the New York State Labor Law the minimum wage increased from \$13.20 to \$14.20 per hour for the Remainder of State, effective December 31, 2022. No increase occurred at that time for NYC, Long Island, or Westchester county. The minimum wage survey for calendar year (CY) 2024, will be released at a later date.

To determine the financial impact of the minimum wage increase for calendar year (CY) 2023, Assisted Living Program (ALP) facilities are requested to complete the 2023 ALP Minimum Wage Survey.

If your ALP facility was not impacted by the increase in minimum wage or you choose to opt-out of completing the survey, you are still required to select the option to opt out, verify your facility's information, and return the signed attestation.

Please read the attached instructions before beginning the survey and use actual data for January 1, 2023 through October 31, 2023. The remaining two (2) months of data for 2023 will be imputed based on the first ten (10) months of data. Please include hours for all eligible workers with a payroll record, including direct and indirect contracted staff.

Surveys are due by **COB Friday, December 29, 2023**. Please be aware that due to time constraints, no extensions will be granted. Failure to complete this survey will result no additional reimbursement. CEO/CFO will be required to attest to the validity of the information provided. All data will be reviewed for reasonableness and may be subject to audit.

If you have any questions regarding the Minimum Wage Survey, please send an email with the subject line **Minimum Wage** to alp-rates@health.ny.gov

Sincerely,

A handwritten signature in black ink, appearing to read "Laura Rosenthal".

Laura Rosenthal, Director
Bureau of Nursing Home & Long Term Care Rate Setting
Division of Finance and Rate Setting
Office of Health Insurance Programs