

FAQs from the 2021 Home Care Cost Report Lessons Learned Webinar held on March 16, 2023

General

Q.1. When can providers expect to receive 2022 Medicaid Fee-For-Service rates?

A.1. The Department of Health will be releasing rates in the near future.

Q.2. What is the submission deadline for the 2022 Home Care Cost Report? If I miss the deadline, should I still submit the report late?

A.2. The deadline for the 2022 cost report has not yet been determined, but DOH anticipates it will be in September 2023. Further communications will be forthcoming. If the cost report deadline is missed, please submit the cost report as soon as possible.

Cost Reporting

Q.3. Should the Total Entity Costs (Column 001) value on Schedule 3 and Schedule 4 be equal?

A.3. No, the total entity costs on Schedules 3 and 4 should not be equal. Schedule 3 total entity costs (Column 001) should be greater than Schedule 4 total entity costs because Schedule 4 does not include direct care worker expenses (e.g., direct care worker salary, benefits, and payroll taxes).

Q.4. Should non-allowable service costs be reported within "Program Aide Direct Care" Column 005, "Other non-allowable services" row 009 or "Non-allowable Costs" Column 002, "Other non-allowable services" row 009 on Schedule 3?

A.4. Costs for non-allowable services, such as NHTD, TBI, private duty nursing, etc., should be reported on Schedule 3 within Non-allowable Costs Column 002 in the "Other non-allowable services" row (009). Costs for subcontractor services for direct care services should be reported in "Program Aide Direct Care" Column 005 within the "Other non-allowable services" row (009). Please refer to slide 19 of the Lessons Learned webinar for a visual of this concept.

Q.5 Are fingerprinting costs usually negative because of refunds? What portion should be recorded as reconciling items, the total cost or the cost minus the refunds?

A.5 In the Financial Reconciliation tab, your agency should report total expenses per your agency's financial documentation (usually the financial statements) and any reconciling items as a result of reconciling to the total costs on Schedule 3. If there is an item (e.g., reimbursement for fingerprinting costs) that your agency did not include on Schedule 3 of the cost report, then the total amount that was omitted from Schedule 3 should be reported in the Financial Reconciliation tab as a reconciling item, even if that amount is a negative value. Negative values should not be reported in the Cost Report Schedules.

Q.6 What happens when supporting documentation is a PDF or another format that does not directly link back to the cost report schedule inputs? For example, to maintain data integrity, our payroll reports are not available in Excel.

A.6 Source documentation, such as payroll reports, may be provided in PDF format, but any supporting documentation that includes a crosswalk or allocation of cost report data to this source documentation should be in Excel and contain formulas.