

**STATE OF MISSISSIPPI**  
**OFFICE OF THE GOVERNOR**  
**DIVISION OF MEDICAID**  
**STATE PLAN**  
**GUIDELINES FOR THE REIMBURSEMENT**  
**FOR MEDICAL ASSISTANCE RECIPIENTS**  
**OF**  
**LONG TERM CARE FACILITIES**

---

TN NO	<u>93-08</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>79-06</u>	DATE EFFECTIVE	<u>07-01-93</u>

TABLE OF CONTENTS

<u>Chapter or Section Number</u>	<u>Subject</u>	<u>Page</u>
	<u>Introduction</u>	11
1	<u>Principles and Procedures</u>	
1-1	General Principles	14
1-2	Classes of Facilities	14
1-3	Cost Reporting	15
	A. Reporting Period	15
	B. When to File	16
	C. Extension for Filing	16
	D. Delinquent Cost Reports	17
	E. What to Submit	17
	F. Where to File	19
	G. Cost Report Forms	19
	H. Amended Cost Reports	20
	I. Desk Reviews	20
	J. Audits of Financial Records	22
	K. Record Keeping Requirements	23
	L. Failure to File a Cost Report	25
	M. Change of Ownership	25

---

TN NO 93-08 DATE RECEIVED \_\_\_\_\_  
SUPERSEDES DATE APPROVED 04-11-95  
TN NO 79-06 DATE EFFECTIVE 07-01-93

<u>Chapter or Section Number</u>	<u>Subject</u>	<u>Page</u>
	N. Increase or Decrease in Number of Medicaid Certified Beds	27
	O. New Providers	28
	P. Out-of-State Providers	30
	Q. Change of Classification	32
1-4	Resident Fund Accounts	33
1-5	Admission, Transfer, and Discharge Rights	33
1-6	Payments to Providers	33
	A. Acceptance of Payment	33
	B. Assurance of Payment	34
	C. Upper Limits based on Customary Charges	34
	D. Overpayments	35
	E. Underpayments	35
	F. Credit Balances	36
1-7	Appeals and Sanctions	36
	A. Appeal Procedures	36
	B. Grounds for Imposition of Sanctions	39
	C. Sanctions	42
1-8	Public Notification	42

---

TN NO <u>93-08</u>	DATE RECEIVED	
SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO <u>79-06</u>	DATE EFFECTIVE	<u>07-01-93</u>

<u>Chapter or Section Number</u>	<u>Subject</u>	<u>Page</u>
1-9	Plan Amendments	43
1-10	Technical Advisory Committee on Case Mix Reimbursement and Quality Assurance	43
1-11	Special Services	43
	A. Swing Bed Services	43
	B. Services for Children Under Age 21	46
2	<u>Standards for Allowable Costs</u>	
2-1	Allowable and Nonallowable Costs	48
	A. Allowable Costs	49
	1. Accounting Fees	49
	2. Advertising Costs - Allowable	49
	3. Barber and Beauty Expense	52
	4. Board of Directors Fees	52
	5. Compensation of Outside Consultants	53
	6. Contract Labor	54
	7. Depreciation Expense	54
	8. Dues	56
	9. Legal Fees	58
	10. Management Fees Paid to Related Parties and Home Office Costs	58
	11. Management Fees Paid to Unrelated Parties	59

---

TN NO <u>93-08</u>	DATE RECEIVED _____
SUPERSEDES	DATE APPROVED <u>04-11-95</u>
TN NO <u>79-06</u>	DATE EFFECTIVE <u>07-01-93</u>

Chapter or  
Section  
Number

Subject

Page

12.	Organization Costs	59
13.	Owner's Salaries	60
14.	Personal Hygiene Items	62
15.	Salaries and Fringe Benefits	63
16.	Start-Up Costs	64
17.	Supplies and Materials	65
18.	Therapy Expenses	66
19.	Travel	67
20.	Utilities	67
B.	Non-Allowable Costs	67
1.	Advertising Expense-Non-allowable	67
2.	Bad Debts	68
3.	Barber and Beauty Expense	69
4.	Contributions	69
5.	Income Taxes - State and Federal	69
6.	Life Insurance - Officers, Owners and Key Employees	70
7.	Non-Nursing Facility Costs	71
8.	Nurse Aide Testing and Training	71
9.	Other Non-allowable Costs	72

---

TN NO	<u>93-08</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>80-03</u>	DATE EFFECTIVE	<u>07-01-93</u>

<u>Chapter or Section Number</u>	<u>Subject</u>	<u>Page</u>
	10. Penalties and Sanctions	72
	11. Television	72
	12. Vending Machines	72
2-2	Nurse Aide Training and Competency Testing	73
2-3	Related Party Transactions	74
	A. Allowability of Costs	74
	B. Determination of Common Ownership or Control	75
	C. Exception	75
	D. Definitions	76
2-4	Private Room Charge	78
2-5	Reserved Bed Days Payments	79
	A. Hospital Leave	79
	B. Home / Therapeutic Leave	80
	C. Bed Hold Days Payment	81
3	<u>Rate Computation - Nursing Facilities</u>	
3-1	Rate Computation - Nursing Facilities - General Principles	82
3-2	Resident Assessments	82

---

TN NO <u>93-08</u>	DATE RECEIVED
SUPERSEDES	DATE APPROVED <u>04-11-95</u>
TN NO <u>79-06</u>	DATE EFFECTIVE <u>07-01-93</u>

<u>Chapter or Section Number</u>	<u>Subject</u>	<u>Page</u>
	A. Submission of MDS Forms	83
	B. Assessments Used to Compute a Facility's Average Case Mix Score	84
	C. Audits of the MDS	85
	D. Error Reports, Roster Reports, Bed Hold Reports, and Discharge/Admission Reports	86
	E. MDS+ Forms Which Can Not Be Classified	88
	F. Failure to Submit MDS Forms	88
3-3	Resident Classification System	89
3-4	Computation of Per Diem Rate for Nursing Facilities	98
	A. Direct Care Base Rate and Care Related Rate Determination	99
	B. Direct Care Access and Quality Incentives	107
	C. Case Mix Adjusted Per Diem Rate	108
	D. Therapy Rate for PNFSD	109
	E. Administrative and Operating Rate	110
	F. Property Payment	112
	G. Return on Equity Payment	129
	H. Total Base Rate	132
3-5	Occupancy Allowance	132
3-6	State Owned NF's	133
3-7	Adjustments to the Rate for Changes in Law	133

---

TN NO <u>2004-001</u>	DATE RECEIVED <u>03-09-04</u>
SUPERSEDES	DATE APPROVED <u>05-17-04</u>
TN NO <u>99-02</u>	DATE EFFECTIVE <u>02-01-04</u>

<u>Chapter or Section Number</u>	<u>Subject</u>	<u>Page</u>
4	Rate Computation - ICF-MR's	134
4-1	Rate Computation - ICF-MR's - General Principles	134
4-2	Computation of Rate for Intermediate Care Facilities for the Mentally Retarded	134
	A. Direct Care, Therapies, Care Related, and Administrative and Operating Rate Determination	135
	B. Property Payment	137
	C. Return on Equity Payment	140
	D. Total Rate	142
	E. State Owned ICF-MR's	143
5	Rate Computation - Residential Psychiatric Treatment Facilities	
5-1	Rate Computation - PRTF's - General Principles	144

---

TN NO	<u>2003-09</u>	DATE RECEIVED	<u>11-14-03</u>
	SUPERSEDES	DATE APPROVED	<u>04-29-04</u>
TN NO	<u>94-18</u>	DATE EFFECTIVE	<u>10-01-03</u>

<u>Chapter or Section Number</u>	<u>Subject</u>	<u>Page</u>
5-2	Rate Computation for PRTF's	144
	A. Direct Care, Therapies, Care Related, and Administrative and Operating Rate Determination	145
	B. Property Payment	147
	C. Return on Equity Payment	150
	D. Total Rate	153
	E. Calculation of the Rate for One Provider	153
6	Hold Harmless For Capital Costs	
6-1	Computation of Hold Harmless for Capital Costs	154
6-2	Documentation Required for Hold Harmless Eligibility	159

---

TN NO <u>2003-09</u>	DATE RECEIVED <u>11-14-03</u>
SUPERSEDES	DATE APPROVED <u>04-29-04</u>
TN NO <u>94-18</u>	DATE EFFECTIVE <u>10-01-03</u>

6-3	Disqualification From Hold Harmless Provision	159
7	<u>Trend Factors</u>	
7-1	Trend Factor - General Principles	161
7-2	Trend Factor Computation	161
	A. Cost Reports Used in the Calculation of the Trend Factors	161
	B. Computation of the Trend Factors	162
7-3	Trend Factors - Nursing Facilities	164
7-4	Trend Factor - PRTF's and ICF-MR's	166
8	<u>Definitions</u>	170

---

TN NO	<u>94-18</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>02-10-95</u>
TN NO	<u>93-08</u>	DATE EFFECTIVE	<u>10-01-94</u>

Introduction

This manual is for use by providers, their accountants, the Division of Medicaid, and its fiscal agent in determining the allowable and reasonable costs of long-term care services furnished to Medicaid recipients. The manual contains procedures to be used by each provider in accounting for its operations and in reporting the cost of care and services to the Division of Medicaid. These procedures will be used in determining the payment to the provider of its allowable and reasonable costs. The payment to nursing facility providers only will be under a case-mix reimbursement system.

The program herein adopted is in accordance with Federal Statute, 42 U.S.C.A., section 1396a(A)(13) and (28). The applicable Federal Regulations are 42 CFR 447, subparts B and C and 42 CFR 483, subparts B and D. Each long-term care facility which has contractually agreed to participate in the Title XIX Medical Assistance Program will adopt the procedures set forth in this manual; each must file the required cost reports and will be paid

---

TN NO	<u>93-08</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>90-19</u>	DATE EFFECTIVE	<u>07-01-93</u>

for the services rendered on a rate related to the allowable and reasonable costs incurred for care and services provided to Medicaid recipients. Payments for services will be on a prospective basis.

In adopting these regulations, it is the intention of the Division of Medicaid to pay the allowable and reasonable costs of covered services and establish a trend factor to cover projected cost increases for all long-term care providers. For nursing facility providers only, the Division of Medicaid will include an adjustable component in the rate to cover the cost of service for the facility specific case-mix of residents as classified under the Multi-State Medicare Medicaid Payment Index (M<sup>3</sup>PI). While it is recognized that some providers will incur costs in excess of the reimbursement rate, the objective of this plan is to reimburse providers at a rate that is reasonable and adequate to meet the costs that must be incurred by efficiently and economically operated nursing facilities that comply with all requirements of participation in the Medicaid program.

As interpretations and changes of this plan are made, appropriate revisions of this manual will be furnished to each provider and

---

TN NO	<u>93-08</u>	DATE RECEIVED	
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>90-05</u>	DATE EFFECTIVE	<u>07-01-93</u>

interested parties. Care should be taken to insure that revisions to the manual are promptly inserted.

Questions related to this reimbursement plan or to the interpretation of any of the provisions included in this manual should be addressed to:

Division of Medicaid  
Suite 801, Robert E. Lee Building  
239 North Lamar Street  
Jackson, Mississippi 39201-1399

---

TN NO	<u>93-08</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>90-05</u>	DATE EFFECTIVE	<u>07-01-93</u>

**CHAPTER 1****PRINCIPLES AND PROCEDURES**1-1 General Principles

A facility's direct care costs, therapy costs, care related costs, administrative and operating costs and property costs related to covered services will be considered in the findings and allocation of costs to the Medical Assistance Program for its eligible recipients. Costs included in the per diem rate will be those necessary to be incurred by efficiently and economically operated nursing facilities that comply with all requirements of participation in the Medicaid program with the exception of services provided that are reimbursed on a fee for service basis or as a direct payment outside of the per diem rate.

1-2 Classes of Facilities

Specific classes are used as a basis for evaluating the reasonableness of an individual provider's costs. The classes consist of Small Nursing Facilities (1 - 60 beds), Large Nursing Facilities (61 or more beds), Private Nursing Facilities for the Severely Disabled (PNFSD), Residential Psychiatric Treatment Facilities (PRTF), and Intermediate Care Facilities for the Mentally Retarded (ICF-MR).

---

TN NO	<u>2004-001</u>	DATE RECEIVED	<u>03-09-04</u>
	SUPERSEDES	DATE APPROVED	<u>05-17-04</u>
TN NO	<u>94-18</u>	DATE EFFECTIVE	<u>02-01-04</u>

1-3 Cost Reporting

A. Reporting Period

All Nursing Facilities, PRTF's, and ICF-MR's shall file cost reports based on a standard year end as prescribed by the provisions of this plan. State owned facilities shall file cost reports based on a June 30 year end. County owned facilities shall file cost reports based on a September 30 year end. All other facilities shall use a standard year end of December 31. Standard year end cost reports should be filed from the date of the last report. Facilities may request to change to a facility specific cost report year end, if the requested year end is the facility's Medicare or corporate year end.

Other provisions of this plan may require facilities to file a cost report for a period other than their standard reporting year. Facilities which previously filed a short period cost report that includes a portion of their standard reporting year must file a cost report for the remainder of their standard reporting year, excluding the short period for which a report was previously required. For example, a facility that has a standard reporting year of January 1 through December 31 and undergoes a change of ownership on April 1, would be required to file the following cost reports:

---

TN NO	<u>99-14</u>	DATE RECEIVED	<u>02-11-00</u>
	SUPERSEDES	DATE APPROVED	<u>05-08-00</u>
TN NO	<u>94-18</u>	DATE EFFECTIVE	<u>01-01-00</u>

1. a final cost report for the seller for the period January 1 through March 31;
2. an initial cost report for the buyer would be required per Section 1-3, M, for the period April 1 through June 30; and
3. a regular year-end cost report for the buyer for the period July 1 through December 31.

B. When to File

Each facility must submit a completed cost report on or before the last day of the fifth month following the close of the reporting period. Should the due date fall on a weekend, a State of Mississippi holiday or a federal holiday, the due date shall be the first business day following such weekend or holiday.

C. Extension for Filing

Extensions of time to file may be granted due to problems with the Medicaid cost report software.

---

TN NO	<u>2002-15</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>09-16-02</u>
TN NO	<u>99-14</u>	DATE EFFECTIVE	<u>08-15-02</u>

D. Delinquent Cost Reports

Cost reports that are either electronically submitted, postmarked or hand delivered after the due date will be assessed a penalty in the amount of \$50.00 per day the cost report is delinquent. This penalty may only be waived by the Director of the Division of Medicaid.

E. What to Submit

All cost reports must be filed electronically, with a copy of the following required on paper:

- (1) Working Trial Balance, facility and home office (if applicable);
- (2) Depreciation Schedule(s). If the facility has different book and Medicaid depreciation schedules, copies of both depreciation schedules must be submitted. If the facility has home office costs, copies of the home office depreciation schedule must also be submitted;
- (3) Any work papers used to compute adjustments made in the cost report;
- (4) Narrative description of purchased management services or a copy of contracts for managed services, if applicable;

---

TN NO	<u>2002-15</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>09-16-02</u>
TN NO	<u>99-14</u>	DATE EFFECTIVE	<u>08-15-02</u>

- (5) Form 2 with an original signature on the Certification by Officer or Administrator of Provider and all required copies of Form 15, the Owners' Compensation form with original signatures. Original signatures will not be required if electronic signatures are included with the electronic filing of the cost report.

When it is determined, upon initial review for completeness by the Division of Medicaid, that a cost report has been submitted that is not complete enough to perform a desk review, the provider will be notified. The provider must submit a complete cost report. If the request is made and the completed cost report is not received on or before the due date of the cost report, the provider will be subject to the penalties for filing delinquent cost reports. When it is determined that the cost report submitted is complete but is missing certain information, providers will be allowed a specified amount of time to submit the requested information without incurring the penalty for a delinquent cost report. For cost reports which are submitted by the due date, ten (10) working days from the date of the provider's receipt of the request for additional information will be allowed for the provider to submit

---

TN NO	<u>2002-15</u>	DATE RECEIVED	
	SUPERSEDES	DATE APPROVED	<u>09-16-02</u>
TN NO	<u>99-14</u>	DATE EFFECTIVE	<u>08-15-02</u>

the additional information. For cost reports which are submitted after the due date, five (5) working days from the date of the provider's receipt of the request for additional information will be allowed for the provider to submit the additional information. If requested additional information has not been submitted by the specified date, an additional request for the information will be made. An exception exists in the event that the due date comes after the specified number of days for submission of the requested information. In these cases, the provider will be allowed to submit the additional requested information on or before the due date of the cost report. Information that is requested that is not submitted following either the first or the second request may not be submitted for reimbursement purposes. Providers will not be allowed to submit the information at a later date, at the time of audit, the cost report may not be amended in order to submit the additional information, and an appeal of the disallowance of the costs associated with the requested information may not be made. Allowable costs will be adjusted to disallow any expenses or cost findings that are not submitted.

F. Where to File

The cost report and related information should be mailed to:

Reimbursement Division  
Division of Medicaid  
Office of the Governor  
Suite 801, Robert E. Lee Building  
239 North Lamar Street  
Jackson, MS 39201-1399

G. Cost Report Forms

All cost reports must be filed using forms and instructions that

---

TN NO	<u>99-14</u>	DATE RECEIVED	<u>02/11/00</u>
	SUPERSEDES	DATE APPROVED	<u>05/08/00</u>
TN NO	<u>98-07</u>	DATE EFFECTIVE	<u>01/01/00</u>

are adopted by the Division of Medicaid. Providers which submit computerized forms must have the format of the form approved by the Division of Medicaid reimbursement staff in advance of submitting any cost reports. New approval must be obtained each time the cost report forms are changed by the DOM.

#### H. Amended Cost Reports

The Division of Medicaid accepts amended cost reports for a period of eighteen (18) months following the end of the reporting period.

Amended cost reports should include two (2) copies of Form 1 in order to explain the reason for the amendment in Section II, Form 2 with original signatures on both copies, and all forms that are being amended in duplicate. Each form and schedule submitted should be clearly marked "Amended" at the top of the page. Amended cost reports submitted after the annual base rate is determined will be used only to adjust the individual provider's rate, if necessary. Cost reports may not be amended after an audit has been initiated.

#### I. Desk Reviews

The Division of Medicaid will conduct a review of the cost report prior to the rate determination. The objective of the desk review is to determine the necessity and reasonableness of facility costs in order to determine the allowable costs used in the calculation of the prospective per diem rate.

The desk review will be performed using a desk review program developed by the Division of Medicaid. Providers will be notified, in writing, of all adjustments made to allowable costs.

---

TN NO	<u>98-10</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>07/15/99</u>
TN NO	<u>98-07</u>	DATE EFFECTIVE	<u>01/01/99</u>

Copies of desk review work papers will be furnished to the provider upon written request. The provider will be charged the usual and customary charge for photocopying. Facilities have the right of appeal as described in Section 1-7 of this plan.

The desk review procedures will consist of the following:

1. Cost reports will be reviewed for completeness, accuracy, consistency and compliance with the Mississippi Medicaid State Plan and Division of Medicaid policy. All adjustments (whether in the provider's favor or not) will be made, if necessary. All adjustments will include written descriptions of the line number on the cost report being adjusted, the reason for the adjustment and the amount of the adjustment, and the applicable section of the State Plan or the Medicare HCFA-15 Manual that is being used to justify the change.
2. The cost report will be compared with the prior year cost report and the prior year audit, if applicable, for consistency. Any material variations from costs reported for the previous year will be investigated. Providers

---

TN NO	<u>98-10</u>	DATE RECEIVED	
	SUPERSEDES	DATE APPROVED	<u>07/15/99</u>
TN NO	<u>93-08</u>	DATE EFFECTIVE	<u>01/01/99</u>

may be requested to submit additional information prior to the completion of the desk review.

3. All desk review findings will be sent to the provider or its designated representative.

J. Audits of Financial Records

The Division of Medicaid will conduct on-site audits as necessary to verify the accuracy and reasonableness of the financial and statistical information contained in the Medicaid cost report. Audit adjustments (whether in the provider's favor or not) will be made, if necessary. All adjustments will include written descriptions of the line number on the cost report being adjusted, the reason for the adjustment, the amount of the adjustment, and the applicable section of the State Plan or CMS Pub. 15-1 that is being used to justify the change.

K. Record Keeping Requirements

Providers must maintain adequate financial records and statistical data for proper determination of costs payable under the program. The cost report must be based on the financial and statistical records maintained by the facility. All non-governmental facilities must file cost reports based on the accrual method of accounting. Governmental facilities have the option to use the cash basis of accounting for reporting. Financial and statistical data must be current, accurate and in sufficient detail to support costs contained in the cost report. This includes all ledgers, books, records and original evidence of cost (purchase requisitions for supplies, invoices, paid checks,

---

TN NO	<u>2003-08</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>02-17-04</u>
TN NO	<u>98-10</u>	DATE EFFECTIVE	<u>07-01-03</u>

inventories, time cards, payrolls, basis for allocating costs, etc.) which pertain to the determination of reasonable costs. Statistical data should be maintained regarding census by payment source, room numbers of residents, hospital leave days and therapeutic leave days.

Financial and statistical records should be maintained in a consistent manner from one period to another. However, a proper regard for consistency need not preclude a desirable change in accounting procedures, provided that full disclosure of significant changes are made to the Division of Medicaid. This disclosure should be made as a footnote on the cost report and should include the effect of the change.

All financial and statistical records, including cost reports, must be maintained for a period of three (3) years after submission to the Division of Medicaid.

A provider must make available any or all financial and statistical records to the Division of Medicaid or its contract auditors for the purpose of determining compliance with the provisions of this plan or Medicaid policy.

For those cost reports selected for audit, all records which substantiate the information included in the cost report will be made

---

TN NO	<u>2003-08</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>02-17-04</u>
TN NO	<u>93-08</u>	DATE EFFECTIVE	<u>07-01-03</u>

available to the Division of Medicaid reviewers during the scheduled field visit, including any documentation relating to home office and/or management company costs. Records of a non-related management company will be made available to support the non-related party status of the management company.

The provider being audited is required to make available within the boundaries of the State of Mississippi, when it is reasonable to do so, all information required for the Division to verify the accuracy and reasonableness of the financial and statistical information contained in the Medicaid cost reports. When the Division of Medicaid concurs with the provider that it is not reasonable to make all necessary information available for review within the boundaries of the State of Mississippi (for example, when the records to be reviewed are too costly to ship compared to the costs of travel necessary travel will be paid by the division of Medicaid. However, if, in the opinion of the Division of Medicaid, the necessary information may be reasonably made available within the boundaries of the State of Mississippi and the provider being audited chooses not to make the necessary information available within the State's boundaries, the provider will bear all expenses and costs related to the audit, including, but not limited to travel and reasonable living expenses, and those costs will not be allowable on any subsequent cost report. Travel expenses and costs will include those allowed per policy issued by the Mississippi Department of Finance and Administration, Office of Purchasing and Travel for state employees traveling on official state business. The provider is required to make available to the Division of Medicaid reviewers, whenever possible, adequate space and privacy for the auditors to conduct the audit.

---

TN NO	<u>2003-08</u>	DATE RECEIVED	<u>          </u>
	SUPERSEDES	DATE APPROVED	<u>02-17-04</u>
TN NO	<u>93-08</u>	DATE EFFECTIVE	<u>07-01-03</u>

L. Failure to File a Cost Report

Providers that do not file a required cost report within six (6) months of the close of the reporting period will have their Medicaid Provider Agreement terminated.

M. Change of Ownership

For purposes of this plan, a change of ownership of a facility includes, but is not limited to, inter vivos gifts, purchases, transfers, lease arrangements, cash and/or stock transactions or other comparable arrangements whenever the person or entity acquires a majority interest of the facility. The change of ownership must be an arm's length transaction consummated in the open market between non-related parties in a normal buyer - seller relationship.

Costs attributable to the negotiation or settlement of the sale or purchase of any capital asset whether by acquisition or merger for which any payment has previously been made shall not be considered reasonable in the provision of health care services and, therefore, shall not be included in allowable costs. These costs include, but are not limited to, legal fees, accounting and administrative costs, travel costs, and the costs of feasibility studies.

---

TN NO <u>98-07</u>	DATE RECEIVED
SUPERSEDES	DATE APPROVED <u>12/30/98</u>
TN NO <u>93-08</u>	DATE EFFECTIVE <u>07/10/98</u>

Facilities that undergo a change of ownership must file a cost report from the date of change of ownership through the end of the third month of ownership. The Division of Medicaid may shorten or lengthen the reporting period of the initial cost report to not less than one (1) month or not more than four (4) months.

The base rate of the old owner will be used to set the interim rate for the new owner, excluding hold harmless payment and return on equity. Upon request, the new owner's rate will be set reflecting the maximum per diem rate for the interim period. The maximum per diem rate is defined as the maximum base rate for direct care and care related costs, allocated between the two cost centers based on the cost report filed by the previous owner that was used to compute the rate in effect on the date of the change of ownership, and adjusted for the case mix of the previous owner for the appropriate calendar quarter, plus the ceiling for administrative and operating costs, plus the gross rental per diem payment computed under the fair rental system as defined by this plan. Under the maximum rate, the new owner will not receive a return on equity capital per diem or a property tax and insurance per diem until the initial cost report is filed. Quarterly rate adjustments will be made to adjust for changes in the case mix score.

The new owner's interim rates will be adjusted retroactively based on the initial cost report, after desk review. The rates computed based on the initial cost report of the new owner will be effective the same date the change of ownership was effective.

TN NO	<u>2003-09</u>	DATE RECEIVED	<u>11-14-03</u>
	SUPERSEDES	DATE APPROVED	<u>04-29-04</u>
TN NO	<u>98-07</u>	DATE EFFECTIVE	<u>10-01-03</u>

The seller must file a final cost report with the Division of Medicaid from the date of the last cost report to the effective date of the sale.

A facility which undergoes a change of ownership must notify the Division of Medicaid in writing of the effective date of the sale.

The seller's provider number will be closed and a new provider number assigned to the new owner after the new owner submits the provider enrollment information required under Division of Medicaid policy. The new owner is not allowed to use the provider number of the old owner to file claims for reimbursement.

For sales of assets finalized on or after July 1, 1993, there will be no recapture of depreciation.

N. Increase or Decrease in Number of Medicaid Certified Beds

Facilities which either increase or decrease the number of certified beds by less than one-third (1/3) the current number of certified beds will not be required to file a short-period cost report when the increase or decrease in the number of certified beds does not result in a change of facility classification. The per diem rate

---

TN NO	<u>2003-09</u>	DATE RECEIVED	<u>11-14-03</u>
	SUPERSEDES	DATE APPROVED	<u>04-29-04</u>
TN NO	<u>93-08</u>	DATE EFFECTIVE	<u>10-01-03</u>

will be revised whenever the number of Medicaid-certified beds changes, however, to reflect the correct number of certified beds and to reflect the proper annualized patient days for the property and return on equity portions of the rate.

Changes that either increase or decrease by one-third (1/3) or more the number of certified beds, must be approved effective the first day of a month. Facilities must file a cost report from the effective date of the increase or decrease of one-third (1/3) or more certified beds through the end of the third calendar month following the effective date of the increase or decrease. The Division of Medicaid may shorten or lengthen the reporting period of the initial cost report to not less than two (2) months or not more than four (4) months. These facilities must also file a cost report for the period from the date of the last cost report to the effective date of the increase or decrease in the number of beds that results in a change of one-third or more the number of certified beds.

Effective the date of the one-third (1/3) or more change, the interim per diem rate will be revised from the existing rate only to reflect the correct number of certified beds and to reflect the proper annualized patient days for the property and return on equity portions of the rate. Upon request, the facility's interim rate will also be revised to pay the ceilings for direct care and care related and administrative and operating costs. The facility's interim rates will be adjusted retroactively based on the initial cost report, after desk review. The rates computed based on the initial cost report of the facility will be effective beginning the same date the increase or decrease in the number of beds occurred.

#### O. New Providers

Nursing Facilities and ICF-MR's beginning operations during a reporting year will file an initial cost report from the date of certification to the end of the third (3rd) month of operation. The Division of Medicaid may lengthen the reporting period of the initial cost report to not more than six (6) months. PRTF's beginning operations during a reporting year will file a cost report from the date of certification to the end of the sixth (6th) month of operation. Facilities will be paid the maximum rate for their classification until the initial cost report is received and The rate is calculated. The maximum rate for nursing facilities is

---

TN NO	<u>2003-09</u>	DATE RECEIVED	<u>11-14-03</u>
	SUPERSEDES	DATE APPROVED	<u>04-29-04</u>
TN NO	<u>98-10</u>	DATE EFFECTIVE	<u>10-01-03</u>

plus the ceiling for administrative and operating costs and the gross rental per diem payment as computed under the plan. Quarterly rate adjustments will be made to adjust for changes in the case mix score, once available. The maximum rate for ICF-MR's and PRTF's is defined as the ceiling for direct care, therapies, care related, administrative and operating plus the gross rental per diem as computed under the plan. New facilities will not be paid a return on equity per diem or a property tax and insurance per diem until the initial cost report is filed.

A retroactive rate adjustment to the initial certification date will be made based on the initial cost report, after desk review. Applicable facility-average case mix score(s) will be applied to nursing facility rates.

For example, a new nursing facility provider enrolls in the Medicaid program effective August 15, 2000. The facility's interim per diem rate is set at the maximum rate for its classification, as defined above. The direct care and care related payment would equal the ceiling, due to use of a case mix score of 1.000. A cost report would be required for the period August 15, 2000 through October 31, 2000. The Division of Medicaid would issue a desk review after receipt and review of

---

TN NO	<u>2003-09</u>	DATE RECEIVED	<u>11-14-03</u>
	SUPERSEDES	DATE APPROVED	<u>04-29-04</u>
TN NO	<u>94-18</u>	DATE EFFECTIVE	<u>10-01-03</u>

the cost report. In addition, the Division of Medicaid would prepare an "Annual" case mix report to determine the case mix score for the cost report period. A "Quarter Final" case mix report would be prepared to determine the case mix score for each quarter beginning with the quarter July 1, 2000 through September 30, 2000. The facility's rates for the period August 15, 2000 through December 31, 2001 would be calculated using actual cost and census data from the August 15 through October 31 cost report, after desk review. The case mix reports would also be used in calculating the rates. The initial Quarter Final case mix score would be used for the rate periods beginning August 15, 2000; October 1, 2000; and January 1, 2000. The following quarters' rates would be set on the normal schedule using the quarter Final roster score from the second preceding quarter.

P. Out-of-State Providers

Nursing Facilities, PRTF's and ICF-MR's from states other than Mississippi may file claims for services provided to Mississippi Medicaid recipients that are

---

TN NO	<u>2003-09</u>	DATE RECEIVED	<u>11-14-03</u>
	SUPERSEDES	DATE APPROVED	<u>04-29-04</u>
TN NO	<u>94-18</u>	DATE EFFECTIVE	<u>10-01-03</u>

considered residents of Mississippi. These providers must provide documentation of their certification for Title XIX and the facility's Medicaid rate for the domicile state. In most cases, payment will be made based on the lesser of the Medicaid rate of the domicile state or the maximum Mississippi Medicaid rate for their classification. The rates may be negotiated. However, the negotiated rate for ICF-MR's and PRTF's may not exceed the higher of the Medicaid rate of the domicile state or the maximum Mississippi Medicaid rate for their classification. The negotiated rate for NF's may not exceed the higher of the Medicaid rate of the domicile state or the maximum Mississippi Medicaid rate for nursing facilities, as case mix adjusted. The maximum Mississippi Medicaid rate for out-of-state providers is defined for nursing facilities as the ceilings for direct care and care related costs paid based on a case mix of 1.000 plus the ceiling for administrative and operating costs and the gross rental per diem payment as computed under the plan. Classifications which have a case mix adjustment will be computed using a case mix score of 1.000 unless the facility submits an MDS form that is classifiable. The case mix adjustment will be applied to the maximum Mississippi Medicaid rate only when the maximum Mississippi Medicaid rate is determined to be lower than the Medicaid rate of the domicile state and when the Mississippi Medicaid rate is negotiated. The maximum Mississippi Medicaid rate for out-of-state providers is defined for ICF-MR's and PRTF's as the ceiling for direct care, therapies, care related, administrative and operating plus the gross rental per diem as computed under the plan. The maximum Mississippi Medicaid rate for out-of-state providers will not include a

---

TN NO	<u>2002-13</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>09-16-02</u>
TN NO	<u>96-09</u>	DATE EFFECTIVE	<u>08-15-02</u>

return on equity per diem or a property tax and insurance per diem. The gross rental per diem used in determining the maximum rate will be based on submitted property information from the provider or a thirty year age in the absence of provider information.

Q. Change of Classification

Changes in the number of Medicaid certified beds resulting in a change of classification must be approved effective the first day of a month.

Facilities that undergo a change of classification must file a cost report from the date of the change of classification through the end of the third month following the change. The Division of Medicaid may shorten or lengthen the reporting period of the initial cost report to not less than one (1) month or not more than four (4) months. Facilities must also file a cost report for the period from the last cost report period to the date of the change.

Effective the date of the change, the interim per diem rate will be changed from the existing rate to reflect the correct number of certified beds and to reflect the proper annualized patient days for the property and return on equity portions of the rate. In addition, the existing rate will be revised to apply the Administrative and Operating ceiling for the new classification.

Upon request, the facility's interim rate will also be revised to pay the ceilings for direct care and care related and administrative and operating costs. The facility's interim rates will be adjusted retroactively based on the initial cost report,

---

TN NO	<u>2003-09</u>	DATE RECEIVED	<u>11-14-03</u>
	SUPERSEDES	DATE APPROVED	<u>04-29-04</u>
TN NO	<u>93-08</u>	DATE EFFECTIVE	<u>10-01-03</u>

after desk review. The rate computed based on the initial cost report of the facility will be effective the same date the change of classification occurred.

1-4 Resident Fund Accounts

Nursing Facilities, ICF-MRs, and PRTFs must account for the facility's resident fund accounts in accordance with policies and procedures adopted by the Division of Medicaid. These policies and procedures are contained in the appropriate provider manuals. Audits will be conducted of all resident fund accounts each year. Results of the audits will be reported to the Mississippi State Department of Health, Division of Health Facilities Licensure and Certification.

1-5 Admission, Transfer, and Discharge Rights

The facility must establish and practice admission, discharge, and transfer policies which comply with federal and state regulations. Long-term care facilities that participate in the Medicaid program are prohibited from requiring any resident or any resident's family member or representative to give a notice prior to discharge in order to require payment from that resident, family member or representative for days after the discharge date.

1-6 Payments to Providers

A. Acceptance of Payment

Participation in the Title XIX Program will be limited to those providers which agree to accept, as payment in full, the amounts

---

TN NO	<u>2003-09</u>	DATE RECEIVED	<u>11-14-03</u>
	SUPERSEDES	DATE APPROVED	<u>04-29-04</u>
TN NO	<u>99-14</u>	DATE EFFECTIVE	<u>10-01-03</u>

paid by the Division of Medicaid plus any deductible, coinsurance or co-payment required by the plan to be paid by the individual for all covered services provided to Medicaid patients.

B. Assurance of Payment

The State will pay a certified Title XIX long-term care facility with a valid provider agreement, furnishing services in accordance with these and other regulations of the Mississippi Medical Assistance Program in accordance with the requirements of applicable State and Federal regulations and amounts determined under this plan. Payment rates will be reasonable and adequate to meet the actual allowable costs of a facility that is efficiently and economically operated.

C. Upper limit based on Customary Charges

In no case may the reimbursement rate for services provided under this plan exceed an individual facility's customary charges to the general public for such services, applied in the aggregate, except for those public facilities rendering such services free of charge or at a nominal charge. Should a facility receive the notice of their Medicaid rate less than thirty (30) days prior to the effective date of the rate, the facility should adjust the private pay rate no later than sixty (60) days following the receipt of the rate notification in order to comply with this limit.

---

TN NO	<u>98-07</u>	DATE RECEIVED	
	SUPERSEDES	DATE APPROVED	<u>12/30/98</u>
TN NO	<u>93-08</u>	DATE EFFECTIVE	<u>07/10/98</u>

D. Overpayments

An overpayment is an amount which is paid by the Division of Medicaid to a provider in excess of the amount that is computed in accordance with the provisions of this plan. Overpayments must be repaid to the Division of Medicaid within sixty (60) days after the date of discovery. Discovery occurs either (1) on the date the Division of Medicaid first notifies a provider in writing of an overpayment and specifies a dollar amount that is subject to recovery, or (2) on the date a provider acknowledges an overpayment to the Division of Medicaid in writing, whichever date is earlier.

Failure to repay an overpayment to the Division of Medicaid may result in sanctions described in Section 1-7 of this plan.

Overpayments documented in audits will be accounted for on the Form HCFA-64 Quarterly Statement of Expenditures not later than the second quarter following the quarter in which the overpayment was found.

E. Underpayments

An underpayment occurs when an amount which is paid by the Division of Medicaid to a provider is less than the amount that is the amount computed in accordance with the provisions of this plan. Underpayments will be reimbursed to the provider within sixty (60) days after the date of discovery.

---

TN NO	<u>93-08</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>79-06</u>	DATE EFFECTIVE	<u>07-01-93</u>

F. Credit Balances

A credit balance on a provider's account is an amount which is due to the Division of Medicaid. The credit balance is treated as an overpayment by the Division of Medicaid and is subject to the rules described above in D. for overpayments.

1-7 Appeals and Sanctions

A. Appeal Procedures

Long-term care providers who disagree with an adjustment to their allowable costs made as a result of a desk review or an audit may file an appeal to the Division of Medicaid. The appeal must be in writing, must include the reason for the appeal, and must be made within thirty (30) calendar days after notification of the adjustment. The Division of Medicaid shall respond within thirty (30) calendar days after the receipt of the appeal.

Notices and responses shall be delivered by certified mail, return receipt requested, overnight delivery by a private carrier, or by hand delivery, and shall be deemed to have been received (a) if by certified mail or overnight mail, on the day the delivery receipt is signed, or (b) if by hand delivery, on the date delivered.

---

TN NO	<u>2002-19</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>10-11-02</u>
TN NO	<u>98-10</u>	DATE EFFECTIVE	<u>09-01-02</u>

Long-term care providers who disagree with an adjustment to the Minimum Data Set (MDS) that changes the classification of the resident to a different M<sup>3</sup>PI group than the M<sup>3</sup>PI group originally determined by the facility may file an appeal to the Division of Medicaid, Case Mix Office. These adjustments may have been made by either a desk review or an on-site visit. The appeal must be in writing, must contain the reason for the appeal and any supporting documentation, and must be made within thirty (30) calendar days after the provider was notified of the adjustment. The Division of Medicaid, Case Mix Office shall reply within thirty (30) calendar days after the receipt of the appeal.

Notices and responses shall be delivered by certified mail, return receipt requested, overnight delivery by a private carrier, or by hand delivery, and shall be deemed to have been received (a) if by certified mail or overnight mail, on the day the delivery receipt is signed, or (b) if by hand delivery, on the date delivered.

---

TN NO	<u>2002-19</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>10-11-02</u>
TN NO	<u>98-10</u>	DATE EFFECTIVE	<u>09-01-02</u>

The provider may appeal the decision of the Division of Medicaid in matters related to cost reports, including, but not limited to, allowable costs and cost adjustments resulting from desk reviews and audits to the Review Board in accordance with the provisions of Miss. Code Ann. Section 43-13-121(4).

The provider may appeal the decision of the Division of Medicaid in matters related to the Minimum Data Set (MDS) including but not limited to audits, classifications and submissions to the Review Board in accordance with the provisions of Miss. Code Ann. Section 43-13-121(4).

---

TN NO	<u>2002-19</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>10-11-02</u>
TN NO	<u>98-07</u>	DATE EFFECTIVE	<u>09-01-02</u>

The action of the Division of Medicaid under review shall be stayed until all administrative proceedings have been exhausted.

Appeals by nursing facility providers involving any issues other than those specified above in this section shall be taken in accordance with the administrative hearing procedures set forth in Miss. Code Ann. Section 43-13-121(4).

B. Grounds for Imposition of Sanctions

Sanctions may be imposed by the Division of Medicaid against a provider for any one or more of the following reasons:

- a. Failure to disclose or make available to the Division of Medicaid, or its authorized agent, records of services provided to Medicaid recipients and records of payment made therefrom.
- b. Failure to provide and maintain quality services to Medicaid recipients within accepted medical community standards as adjudged by the Division of Medicaid or the MS Department of Health.
- c. Breach of the terms of the Medicaid Provider Agreement or failure to comply with the terms of the provider certification as set out on the Medicaid claim form.

---

TN NO	<u>93-08</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>79-06</u>	DATE EFFECTIVE	<u>07-01-93</u>

- d. Documented practice of charging Medicaid recipients for services over and above that paid by the Division of Medicaid.
- e. Failure to correct deficiencies in provider operations after receiving written notice of deficiencies based on classification of severity and scope as proposed in 42 CFR Subpart F, section 488.204 from the Mississippi State Department of Health or the Division of Medicaid.
- f. Failure to meet standards required by State or Federal law for participation.
- g. Submission of a false or fraudulent application for provider status.
- h. Failure to keep and maintain auditable records as prescribed by the Division of Medicaid.
- i. Rebating or accepting a fee or portion of a fee or charge for a Medicaid patient referral.
- j. Violating a Medicaid recipient's absolute right of freedom of choice of a qualified participating provider of services under the Medicaid program.
- k. Failure to repay or make arrangements for the repayment of identified overpayments, or otherwise erroneous payments.
- l. Presenting, or cause to be presented, for payment any false or fraudulent claims for services or merchandise.

---

TN NO	<u>93-08</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>79-06</u>	DATE EFFECTIVE	<u>07-01-93</u>

- m. Submitting, or causing to be submitted, false information for the purpose of obtaining greater compensation to which the provider is legally entitled (including charges in excess of the fee schedule as prescribed by the Division of Medicaid or usual and customary charges as allowable under the Division of Medicaid regulation).
- n. Submitting, or causing to be submitted, false information for the purpose of meeting prior authorization requirements.
- o. Exclusion from Medicare because of fraudulent or abusive practices.
- p. Conviction of a criminal offense relating to performance of a provider agreement with the State, or for the negligent practice resulting in death or injury to patients.
- q. Failure to submit timely and accurately all required resident assessments.
- r. Submitting, or causing to be submitted, false information for the purpose of obtaining a greater case mix facility average score in order to increase reimbursement above what is allowed under the plan.

---

TN NO	<u>98-07</u>	DATE RECEIVED	<u>12/30/98</u>
	SUPERSEDES	DATE APPROVED	<u>12/30/98</u>
TN NO	<u>93-08</u>	DATE EFFECTIVE	<u>07/10/98</u>

C. Sanctions

After all administrative proceedings have been exhausted, the following sanctions may be invoked against providers based on the grounds specified above:

- A. Suspension, reduction, or withholding of payments to a provider,
- B. Impose Civil Money Penalties upon Medicaid only, Title XIX participating long-term care facilities found to be in noncompliance with division and certification standards in accordance with federal and state regulations, including interest at the same rate calculated by the Department of Health and Human Services and/or the Centers for Medicare and Medicaid Services (formerly Health Care Financing Administration) under federal regulations set forth in CFR 42, Section 488.400 - 488.452 and as hereafter amended.
- C. Suspension of participation in the Medicaid Program, and/or
- D. Disqualification from participation in the Medicaid Program.

Under no circumstances shall any financial loss caused by the imposition of any of the above sanctions be passed on to recipients, their families or any other third party.

1-8 Public Notification

The Division of Medicaid will provide an opportunity for interested members of the public to review and comment on any significant proposed change in its methods and standards for setting payment rates for services. This will be accomplished by public announcement in the newspaper with widest circulation in each Mississippi city with a population of 50,000 or more. All Nursing

---

TN NO	<u>2001-18</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>10-11-01</u>
TN NO	<u>93-08</u>	DATE EFFECTIVE	<u>07-01-01</u>

Facilities, Psychiatric Residential Treatment Facilities and ICF-MR's will receive a copy of the public notice. Public notice will be made prior to the proposed effective date of the change. A period of thirty (30) days will be allowed for comment.

1-9 Plan Amendments

Amendments to the Mississippi Medicaid State Plan will be made in accordance with Section 43-13-117 of the Mississippi Code of 1972.

The state has in place a public process which complies with the requirements of Section 1902(a) (13) (A) of the Social Security Act.

Copies of all plan amendments related to Attachment 4.19-D of the Mississippi State Plan will be provided to members of the Technical Advisory Committee on Case Mix Reimbursement and Quality Assurance.

---

TN NO	<u>99-14</u>	DATE RECEIVED	<u>02/11/00</u>
	SUPERSEDES	DATE APPROVED	<u>05/08/00</u>
TN NO	<u>98-07</u>	DATE EFFECTIVE	<u>01/01/00</u>

1-10 Technical Advisory Committee on Case Mix Reimbursement and Quality Assurance

A Technical Advisory Committee on Case Mix Reimbursement and Quality Assurance shall be appointed by the Executive Director of the Division of Medicaid to serve in an advisory capacity. The State Medicaid staff shall utilize the committee for advice in sharing their specialized knowledge in geriatrics; resident care in long-term, institutional facilities; nursing facility operations and financing; and quality care standards and measurements.

1-11 Special Services

A. Swing Bed Services

Reimbursement. Swing-bed providers will be reimbursed for the eligible days of care rendered Medicaid recipients in each calendar month. The rates will be redetermined annually for the reimbursement period July 1 through June 30. The methods and standards for determining the

---

TN NO	<u>99-14</u>	DATE RECEIVED	<u>02-11-00</u>
	SUPERSEDES	DATE APPROVED	<u>05-08-00</u>
TN NO	<u>93-08</u>	DATE EFFECTIVE	<u>01-01-00</u>

reimbursement rate for swing-bed services will be the statewide average rate paid under the State Plan during the previous calendar year to Nursing Facilities.

The swing-bed provider will be responsible for collecting that portion of the total amount (days X rate) owed by the Medicaid recipient as indicated on the Division of Medicaid Form DOM-317. Hospitals operated in conjunction with a distinct part nursing facility will not receive swing-bed reimbursement for those patient days when empty distinct part long-term care beds are available. Hospitals may bill for those ancillary services rendered to swing-bed patients and not customarily furnished by nursing facilities such as a hospital outpatient claim or lab referral claim.

Cost Reporting. Swing-bed providers will not file separate cost reports required of other nursing facilities, nor will rates or amounts paid for swing-bed care be considered in the determination of nursing facility rates. In order to allocate

---

TN NO	<u>99-14</u>	DATE RECEIVED	<u>02/11/00</u>
	SUPERSEDES	DATE APPROVED	<u>05/08/00</u>
TN NO	<u>98-07</u>	DATE EFFECTIVE	<u>01/01/00</u>

costs between hospital and swing-bed services in the participating provider's hospital cost report, the total reimbursement due for swing-bed patients will be subtracted from the hospital's total costs before determining allowable costs for routine hospital services under the State Plan.

B. Services for Children Under Age 21

Any services required for children under age 21, that are not covered elsewhere in this plan, will be provided.

---

TN NO	<u>99-14</u>	DATE RECEIVED	<u>02/11/00</u>
	SUPERSEDES	DATE APPROVED	<u>05/08/00</u>
TN NO	<u>98-07</u>	DATE EFFECTIVE	<u>01/01/00</u>

Reimbursement for these services will be at an amount not greater than ninety percent (90%) of the provider's usual and customary charges for the services.

Services that are required for children under age 21 that are available only in a state other than Mississippi will be reimbursed at the lower of the provider's Medicaid rate, as defined by the Medicaid agency in the provider's state of operation, or the Mississippi Medicaid maximum rate for that classification of facility. If the services are required at a type of facility for which the Mississippi Medicaid plan does not provide payment methodology, reimbursement will be made at the lesser of the provider's Medicaid rate, as defined by the Medicaid agency in the provider's state of operation or an amount not greater than ninety percent (90%) of the provider's usual and customary charges for the services. The Division of Medicaid will not reimburse a facility at a rate greater than the provider's customary charges to the general public for the services.

---

TN NO	<u>98-07</u>	DATE RECEIVED	<u>          </u>
	SUPERSEDES	DATE APPROVED	<u>12/30/98</u>
TN NO	<u>93-08</u>	DATE EFFECTIVE	<u>07/10/98</u>

**CHAPTER 2**  
**STANDARDS FOR ALLOWABLE COSTS**

2-1 Allowable and Non-Allowable Costs

The Division of Medicaid defines allowable and non-allowable costs to identify expenses which are reasonable and necessary to provide care to Nursing Facility, PRTF and ICF-MR residents. The standards listed below are established to provide guidance in determining whether certain selected cost items will be recognized as allowable costs. In the absence of specific instructions or guidelines in this manual, facilities will submit cost data for consideration for reimbursement. Allowable costs must be compiled on the basis of generally accepted accounting principles (GAAP). In cases where Division of Medicaid cost reporting rules conflict with GAAP, IRS or HIM-15, Division of Medicaid rules take precedence for Medicaid provider cost reporting purposes. Allowable costs are based on HIM-15 standards except as otherwise described in this manual. If the Division of Medicaid classifies a particular type of expense as non-allowable for the purpose of determining the rates, it does not mean that individual providers may not make expenditures of this type.

---

TN NO	<u>94-18</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>02-10-95</u>
TN NO	<u>93-08</u>	DATE EFFECTIVE	<u>10-01-94</u>

A. Allowable Costs

In order for a cost to be an allowable cost for Medicaid reimbursement purposes, it must be reasonable and necessary in the normal conduct of operations related to providing patient care in accordance with HIM-15 guidelines.

The following list of allowable costs is not comprehensive, but serves a general guide and clarifies certain key expense areas. The absence of a particular cost does not necessarily mean that it is not an allowable cost.

1. Accounting Fees. Accounting fees incurred for the preparation of the cost report, audits of the financial records, bookkeeping services, tax return preparation of the nursing facility and other related services are allowable costs. Accounting fees incurred for personal tax planning and income tax preparation of the owner are not allowable costs.
  
2. Advertising Costs - Allowable. The allowability of advertising costs depends on whether they are appropriate and helpful in developing, maintaining, and furnishing

---

TN NO	<u>93-08</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>92-01</u>	DATE EFFECTIVE	<u>07-01-93</u>

covered services to Medicaid beneficiaries by providers of services. In determining the allowability of these costs, the facts and circumstances of each provider situation as well as the amounts which would ordinarily be paid for comparable services by comparable institutions will be considered. To be allowable, such costs must be common and accepted occurrences in the field of the provider's activity.

Advertising costs incurred in connection with the provider's public relations activities are allowable if the advertising is primarily concerned with the presentation of a good public image and directly or indirectly related to patient care. Examples are: visiting hours information, conduct of management-employee relations, etc. Costs connected with fund-raising are not included in this category.

Costs of advertising for the purpose of recruiting medical, paramedical, administrative and clerical personnel are allowable if the personnel would be involved in patient care activities or in the development and maintenance of the facility.

---

TN NO	<u>93-08</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>92-01</u>	DATE EFFECTIVE	<u>07-01-93</u>

Costs of advertising for procurement of items or services related to patient care, and for sale or disposition of surplus or scrap material are treated as adjustments of the purchase or selling price.

Costs of advertising incurred in connection with obtaining bids for construction or renovation of the provider's facilities should be included in the capitalized cost of the asset.

Costs of informational listings of providers in a telephone directory, including the "yellow pages," or in a directory of similar facilities in a given area are allowable if the listings are consistent with practices that are common and accepted in the industry.

Costs of advertising for any purpose not specified above or not excluded in the non-allowable cost section of this plan may be allowable if they are related to patient care and are reasonable.

---

TN NO	<u>93-08</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>92-01</u>	DATE EFFECTIVE	<u>07-01-93</u>

3. Barber and Beauty Expense. The cost of providing barber and beauty services to residents is considered an allowable cost only if the residents are not charged for these services.
4. Board of Directors Fees. Fees paid to corporate board members for actual attendance at Board of Directors' meetings are allowable costs, subject to the test of reasonableness. For this purpose, the table below will assist in the determination of reasonable fees. Related travel expenses, as long as determined reasonable, will also be considered an allowable cost. This table is effective for the calendar year 1991. The Division of Medicaid will update the table annually based on the change in the Consumer Price Index for all urban consumers (all items). The Division of Medicaid will issue a new table each year that will contain the limitations, as computed above, for the previous calendar year. The new limits will be published in the Medicaid Bulletin. The table for calendar year 1991 is as follows:

---

TN NO	<u>98-07</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>12/30/98</u>
TN NO	<u>93-08</u>	DATE EFFECTIVE	<u>07/10/98</u>

Nursing Facilities  
and  
ICF-MR Facilities

Annual Director's Fees

0 to 99 Beds	Total fees of \$2,288 per meeting, maximum of 4 meetings per year
100 to 199 Beds	Total fees of \$3,432 per meeting, maximum of 4 meetings per year
200 to 299 Beds	Total fees of \$4,576 per meeting, maximum of 4 meetings per year
300 to 499 Beds	Total fees of \$5,720 per meeting, maximum of 4 meetings per year
500 or More Beds	Total fees of \$6,864 per meeting, maximum of 4 meetings per year

5. Compensation of Outside Consultants. This includes, but is not limited to, activities consultants, medical directors, registered nurses, pharmacists, social workers, dieticians, medical records consultants, psychologists, physical therapists, speech therapists, occupational therapists, dentists, and other outside services related to patient care.

---

TN NO	<u>93-08</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>92-01</u>	DATE EFFECTIVE	<u>07-01-93</u>

6. Contract Labor. This includes, but is not limited to, payments for contract registered nurses, licensed practical nurses, aides, therapists, dietary services, housekeeping services and maintenance services and agreements.
  
7. Depreciation Expense. Assets purchased for an amount less than or equal to \$500 should be included in allowable costs as a current period expense. Assets purchased on or after January 1, 1992, excluding vehicles, for an amount greater than \$500 but less than the amount determined to be the cost of a new bed as defined in Chapter 3 for nursing facilities, Chapter 4 for ICF-MR's, or Chapter 5 for Nursing Facilities - Psychiatric should be depreciated using the straight line method over three (3) to five (5) years. Vehicles purchased for facility use that are related to patient care, which may have been purchased prior to January 1, 1992, should be depreciated using the straight line method over three (3) to five (5) years and the depreciation expense should be included in Administrative and Operating Costs on the cost report. Items, excluding

---

TN NO	<u>93-08</u>	DATE RECEIVED	
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>92-01</u>	DATE EFFECTIVE	<u>07-01-93</u>

vehicles, purchased for an amount equal to or greater than the new bed value determined for the year of the purchase in accordance with other portions of this plan, should be considered as either new beds, replaced beds, or a renovation.

In facilities with distinct parts, purchases not solely related to the certified beds for the classification being considered will be allocated between the certified beds for the classification being considered and the other beds in the facility. The allocation will be based on the number of beds in the classification being considered to total facility beds at year end. The portion allocated to the classification being considered must be equal to or greater than the new bed value determined for the year of purchase in order to be considered as either new beds, replaced beds, or a renovation in accordance with the other portions of this plan. Portions allocated to the classification being considered which are below the new bed value determined for the year of purchase should be depreciated in accordance with this section. Assets purchased for use solely by the portion of the facility other than the classification being considered will not be considered as

---

TN NO	<u>93-08</u>	DATE RECEIVED	
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>92-01</u>	DATE EFFECTIVE	<u>07-01-93</u>

new beds, replaced beds, renovated beds, or for depreciation expense.

8. Dues. Providers customarily maintain memberships in a variety of organizations and consider the costs incurred as a result of these memberships to be ordinary provider operating costs. Some of those organizations promote objectives in the provider's field of health care activity. Others have purposes or functions which bear little or no relationship to this activity. In order to determine for Medicaid purposes the allowable costs incurred as a result of membership in various organizations, memberships have been categorized into three basic groups: (A) professional, technical or business related; (B) civic; and (C) social, fraternal, and other. The Division of Medicaid will look to comparable providers, as well as to the justification by the individual provider, in determining the reasonableness of the number of organizations in which the provider maintains memberships and the claimed costs of such memberships.

---

TN NO	<u>93-08</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>92-01</u>	DATE EFFECTIVE	<u>07-01-93</u>

- A. Professional, Technical, or Business Related Organizations. Organizations are classified in this category if their functions and purposes can be reasonably related to the development and operation of patient care facilities and programs, or the rendering of patient care services. Memberships in these organizations are generally comprised of provider, provider personnel, or others who are involved or interested in patient care activities. Costs of memberships in such organizations are allowable for purposes of program reimbursement.
- B. Civic Organizations. These organizations function for the purpose of implementing civic objectives. Reasonable costs of membership are an allowable cost. Examples of these type of dues are: American Legion, Chamber of Commerce, Rotary Club, Kiwanis Club, Lions Club, and Jaycees.

---

TN NO	<u>93-08</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>92-01</u>	DATE EFFECTIVE	<u>07-01-93</u>

C. Social, Fraternal, and Other Organizations. Generally, these organizations concern themselves with activities unrelated to their members' professional or business activities. Their objectives and functions cannot be considered reasonably related to the care of beneficiaries.

Consequently, provider costs incurred in connection with memberships in social, fraternal, and other organizations are not allowable.

9. Legal Fees. Legal fees are allowable if they are related to patient care or incurred in the usual and customary operations of a facility. Legal fees resulting from suits against federal and/or state agencies administering the Medicaid program are not allowable costs unless the provider prevails in their appeal or litigation.

10. Management Fees Paid to Related Parties and Home Office Costs.  
The allowability of the cost of management fees paid to related parties and home office costs will be based on HIM-15 standards.

---

TN NO	<u>93-08</u>	DATE RECEIVED	
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>92-01</u>	DATE EFFECTIVE	<u>07-01-93</u>

11. Management Fees Paid to Unrelated Parties. The allowability of the cost of purchased management services will be based on HIM-15 standards.
12. Organization Costs. Organization costs are those costs directly incident to the creation of a corporation or other form of business. These costs are an intangible asset in that they represent expenditures for rights and privileges which have a value to the enterprise. The services inherent in organization costs extend over more than one accounting period and thus affect the costs of future periods of operation.

Allowable organization costs include, but are not limited to, legal fees incurred in establishing the corporation or other organization (such as drafting the corporate charter and by-laws, legal agreements, minutes of organizational meeting, terms of original stock certificates), necessary accounting fees, expenses of temporary directors and organizational meetings of directors and stockholders, and fees paid to States for incorporation.

---

TN NO	<u>93-08</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>92-01</u>	DATE EFFECTIVE	<u>07-01-93</u>

The following types of costs are not considered allowable organization costs: costs relating to the issuance and sale of shares of capital stock or other securities, such as underwriters' fees and commissions, accountant's or lawyer's fees, cost of qualifying the issues with the appropriate state or federal authorities, stamp taxes, etc.

Allowable organization costs should be amortized over a period of not less than sixty (60) months.

13. Owners' Salaries. A reasonable allowance of compensation for services of owners is an allowable cost, provided the services are actually performed in a necessary function. The requirement that the function be necessary means that had the owner not rendered the services, the institution would have had to employ another person to perform them. The services must be pertinent to the operation and sound conduct of the facility.

Compensation paid to an employee who is an immediate relative of the owner of the facility is also reviewable

---

TN NO	<u>93-08</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>92-01</u>	DATE EFFECTIVE	<u>07-01-93</u>

under the test of reasonableness. For this purpose, the following persons are considered "immediate relatives": husband and wife; natural parent, child and sibling; adopted child and adoptive parent; stepparent, stepchild, stepbrother, and stepsister; father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, and sister-in-law; grandparent and grandchild.

The maximum salary allowed for owners, including owner administrators shall be computed at 150% of the average salary paid to non-owner administrators for the previous calendar year for each classification of facilities. For example: The average salary of non-owner administrators for calendar year 1992 for each classification of facilities would be multiplied by one hundred and fifty percent (150%) to determine the maximum allowable owner administrator salary for calendar year 1993. Limits are published each year in the Medicaid Bulletin.

The maximum compensation is considered to include forty or more work hours per week. The maximum will be decreased ratably for owners average time worked which is less than forty hours per week. Owners are allowed to receive compensation from more than one facility. Total hours

---

TN NO	<u>98-07</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>12/30/98</u>
TN NO	<u>93-08</u>	DATE EFFECTIVE	<u>07/10/98</u>
		ATTACHMENT	4.19-D

worked per week at all owned facilities can not exceed sixty hours for each individual to be considered allowable. This limitation applies for salaries that are paid by the facility and/or by the home office.

14. Personal Hygiene Items. The cost of routine personal hygiene items and services as required to meet the needs of residents, including, but not limited to, hair hygiene supplies, comb, brush, bath soap, disinfecting soaps or specialized cleansing agents when indicated to treat special skin problems or to fight infection, razor, shaving cream, toothbrush, toothpaste, denture adhesive, denture cleaner, dental floss, moisturizing lotion, tissues, cotton balls, cotton swabs, deodorant, incontinence care and supplies, sanitary napkins and related supplies, towels, washcloths, hospital gowns, hair and nail hygiene services, bathing, over-the-counter drugs that are not covered by the Mississippi Medicaid drug program, and basic personal laundry. Disposable and reusable diapers should be included in allowable costs if it is the facility's preference to use these items or if they are ordered by a resident's physician for medical reasons. If the facility chooses to use other incontinence supplies, such as blue pads, and the resident requests disposable or reusable diapers, the resident may be charged for these items. Basic hair cuts and shampoos must be provided by the facility at no additional cost to the resident. Basic haircuts and shampoos may be done by facility staff or a licensed barber or beautician. If the facility elects to use a licensed barber or beautician, the resident may not be charged a fee for the service. Barber and beauty services requested by the resident that are in addition to basic haircuts and shampoos may be billed to the residents.

---

TN NO <u>98-07</u>	DATE RECEIVED _____
SUPERSEDES	DATE APPROVED <u>12/30/98</u>
TN NO <u>93-13</u>	DATE EFFECTIVE <u>07/10/98</u>

15. Salaries and Fringe Benefits. Allowable costs include payments for salaries and fringe benefits for those employees who provide services in the normal conduct of operations related to patient care. These employees include, but are not limited to, registered nurses, licensed practical nurses, nurses aides, other salaried direct care staff, director of nursing, dietary employees, housekeeping employees, maintenance staff, laundry employees, activities staff, pharmacy employees, social workers, medical records staff, non-owner administrator, non-owner assistant administrator, accountants and bookkeepers and other clerical and secretarial staff. Fringe benefits include:

A. Payroll taxes and insurance. This includes Federal Insurance Contributions Act (FICA), Social Security, unemployment compensation insurance and worker's compensation insurance.

B. Employee benefits. This includes employer paid health, life, accident and disability insurance for employees; uniform allowances; meals provided to

---

TN NO	<u>93-08</u>	DATE RECEIVED	
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>92-01</u>	DATE EFFECTIVE	<u>07-01-93</u>

employees as part of their employment; contributions to employee pension plans; and deferred compensation. The allowable portion of deferred compensation is limited to the dollar amount that an employer contributes during a cost reporting period. The deferred compensation expense must represent a clearly enumerated liability of the employer to individual employees.

16. Start-Up Costs. In the period prior to admission of patients, certain costs are incurred. The costs incurred during this time of preparation are referred to as start-up costs. Since these costs are related to patient care services rendered after the time of preparation, they are subject to the reasonableness test and must be capitalized as deferred charges and amortized over a sixty (60) month period beginning with the month in which the first patient is admitted to the facility.

Start up costs include, for example, administrative and nursing salaries, utilities, taxes, insurance, mortgage and other interest, employee training costs, repairs and

---

TN NO	<u>93-08</u>	DATE RECEIVED	
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>92-01</u>	DATE EFFECTIVE	<u>07-01-93</u>

maintenance, housekeeping, and any other allowable costs incident to the start-up period. However, any costs that are properly identifiable as organization costs, or which may be capitalized as construction costs, must be appropriately classified as such and excluded from start-up costs.

Where a provider prepares all portions of its facility for patient care services at the same time and has capitalized start-up costs, the start-up costs must be amortized ratably over a period of sixty (60) consecutive months beginning with the month in which the first patient is admitted to the facility. Where a provider prepares portions of its facility for patient care services on a piecemeal basis, start-up costs must be capitalized and amortized separately for the portions of the provider's facility that are prepared for patient care services during different periods of time.

17. Supplies and Materials. This includes, but is not limited to, medical supplies, legend drugs that are not covered by the Mississippi Medicaid drug program, office, dietary, housekeeping, and laundry supplies; food and dietary

---

TN NO	<u>93-13</u>	DATE RECEIVED	<u>01-03-94</u>
	SUPERSEDES	DATE APPROVED	<u>11-03-95</u>
TN NO	<u>93-08</u>	DATE EFFECTIVE	<u>10-01-93</u>

supplements; materials and supplies for the operation, maintenance and repair of buildings, grounds and equipment; bank service charges other than insufficient check charges; linens and laundry alternatives; and postage. Medical supplies necessary for the provision of care in order to attain or maintain the highest practicable physical, mental, and psychosocial well-being of each resident, as determined by resident assessments and individual plans of care are allowable costs. Any supplies or equipment ordered by a resident's attending physician must be provided by the facility and will be an allowable cost as a supply expense or, in the case of equipment in excess of \$500, as described in Paragraph 7 of this section.

18. Therapy Expenses. Costs attributable to the administering of therapy services should be reported on Form 6, Line 2. Therapy expenses will be included in the per diem rate for PNFSD, PRTF and ICF/MR providers. Therapy expenses for Small Nursing Facilities and Large Nursing Facilities will be reimbursed on a fee for service basis.

---

TN NO	<u>2004-001</u>	DATE RECEIVED	<u>03-09-04</u>
	SUPERSEDES	DATE APPROVED	<u>05-17-04</u>
TN NO	<u>94-18</u>	DATE EFFECTIVE	<u>02-01-04</u>

19. Travel. Travel expenses incurred for facility business that is related to patient care are allowable costs. Travel must be documented as to the person traveling, dates of the trip, destination, purpose of the trip, expense description, and the cost. Travel incurred by employees not related to the owner for "in-town travel" (travel within the town of the facility) does not need to be itemized if the expenditure is less than \$50.00.
20. Utilities. This includes electricity, natural gas, fuel oil, water, waste water, garbage collection, hazardous waste collection, telephone and communications and cable television charges.

B. Non-Allowable Costs

Certain expenses are considered non-allowable for Medicaid purposes because they are not normally incurred in providing patient care. These non-allowable costs include, but are not limited to, the following types of expenses.

1. Advertising Expense - Non-Allowable. Costs of fund-raising, including advertising, promotional, or publicity costs incurred for such a purpose, are not allowable.

---

TN NO	<u>93-08</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>92-01</u>	DATE EFFECTIVE	<u>07-01-93</u>

Costs of advertising of a general nature designed to invite physicians to utilize a provider's facilities in their capacity as independent practitioners are not allowable.

Costs of advertising incurred in connection with the issuance of a provider's own stock, or the sale of stock held by the provider in another corporation, are considered reductions in the proceeds from the sale and, therefore, are not allowable.

Costs of advertising to the general public which seeks to increase patient utilization of the provider's facilities are not allowable. Situations may occur where advertising which appears to be in the nature of the provider's public relations activity is, in fact, an effort to attract more patients. An analysis by the Division of Medicaid or its fiscal agent of the advertising copy and its distribution may then be necessary to determine the specific objective.

2. Bad Debts. Bad debts are not an allowable cost for Medicaid reimbursement purposes.

---

TN NO	<u>93-08</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>92-01</u>	DATE EFFECTIVE	<u>07-01-93</u>

3. Barber and Beauty Expense. The cost of a barber and beauty shop located in the facility must be excluded from allowable costs if the residents are charged for these services. Costs to exclude include salaries and fringe benefits of barber and beauty shop staff, utilities, supplies and capital costs related to the square footage used for this purpose. If the facility does not submit a cost finding with the cost report, the revenue for barber and beauty services will be deducted from allowable costs. The cost of barber and beauty services provided to residents for which no charge is made should be included in care related costs in the allowable cost section of the cost report.
  
4. Contributions. Contributions are not an allowable cost. This includes political contributions and donations to religious, charitable, and civic organizations.
  
5. Income Taxes - State and Federal. State and federal income taxes paid are not allowable costs for Medicaid reimbursement purposes.

---

TN NO	<u>93-08</u>	DATE RECEIVED	
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>92-01</u>	DATE EFFECTIVE	<u>07-01-93</u>

6. Life Insurance - Officers, Owners and Key Employees. In general, the cost of life insurance on the officer(s), owner(s), key employee(s) where the provider is a direct or indirect beneficiary are not allowable costs. A provider is a direct beneficiary where, upon the death of the insured individual, the insurance proceeds are payable directly to the provider. A provider is an indirect beneficiary when another party receives the proceeds of a policy through an assignment by the provider to the party or other legal mechanism but the provider benefits from the payment of the proceeds to the third party.

An exception to these requirements is permitted where (1) a provider as a requirement of a lending institution must purchase insurance on the life of an officer(s), owner(s), or key employee(s) to guarantee the outstanding loan balance, (2) the lending institution must be designated as the beneficiary of the insurance policy, and (3) upon the death of the insured, the proceeds will be used to pay off the balance of the loan. The insurance premiums allowable are limited to premiums

---

TN NO	<u>93-08</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>92-01</u>	DATE EFFECTIVE	<u>07-01-93</u>

equivalent to that of a decreasing term life insurance policy needed to pay off the outstanding loan balance. In addition, the loan must be related to patient care and be considered an allowable debt as described elsewhere in this plan.

7. Non-Nursing Facility Costs. Facilities which have a portion of the facility that is not certified for Medicaid should allocate the costs associated with that portion of the facility as non-allowable costs. These costs should be allocated based on square footage for fixed costs (i.e. utilities, depreciation, interest), actual salaries and fringe benefits of employees working in the non-certified area, and based on patient days for non-direct costs (i.e. administrative costs, dietary costs), or other methods which are acceptable by Medicare per HIM-15 guidelines.
  
8. Nurse Aide Testing and Training. Nurse aide training and testing is a non-allowable cost. Reimbursement for nurse aide training and testing is made to the provider through direct billing.

---

TN NO	<u>93-08</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>92-01</u>	DATE EFFECTIVE	<u>07-01-93</u>

9. Other Non-Allowable Costs. The cost of any services provided for which residents are charged a fee is a non-allowable cost. In addition, the amount paid for any item subject to direct reimbursement by the Division of Medicaid is a non-allowable cost.
10. Penalties and Sanctions. All penalties and sanctions assessed to the facility are considered non-allowable costs. These include, but are not limited to, delinquent cost report penalties, Internal Revenue Service penalties, and insufficient check charges.
11. Television. The cost of providing television service to residents is a non-allowable cost if residents are charged a fee for this service.
12. Vending Machines. The cost of providing vending machines is a non-allowable cost. If a cost finding is not submitted with the cost report, the vending machine revenues will be offset against allowable costs.

---

TN NO	<u>93-08</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>92-01</u>	DATE EFFECTIVE	<u>07-01-93</u>

2-2 Nurse Aide Training and Competency Testing

Reasonable costs of training and competency testing of nursing assistants in order to meet the requirements necessary for the nursing assistants to be certified in accordance with the Omnibus Budget Reconciliation Act of 1987 are to be billed directly to the Division of Medicaid. The nursing facility will be directly reimbursed by the Division of Medicaid following policies stated in the Mississippi Medicaid Nursing Facility Manual. Payments made by Medicaid will be based on the facility's Medicaid utilization percentage which will be calculated for each state fiscal year. Each facility's percentage will be calculated once for each fiscal year, no more than forty-five (45) days in advance of the start of the state fiscal year and will be based upon data from the most recent cost report available. Facilities which change ownership will use the old owner's percentage for the remainder of the fiscal year. A facility's interim percentage will be eighty percent (80%) if no cost report data is available. The percentage will be adjusted to actual upon receipt of a cost report; the adjustment will be retroactive. The training costs must be incurred for an employee of a Medicaid participating nursing facility who attends a program approved by the Mississippi State Department of Health. Nursing facilities must account for and request for reimbursement for training and competency testing costs in accordance with policies and procedures adopted in the Mississippi Medicaid Nursing Facility Manual. All costs billed to the Division of Medicaid are subject to verification of the expense prior to being processed for payment. The Division of Medicaid shall claim these expenses as administrative costs on the HCFA-64 Quarterly Statement of Expenditures.

---

TN NO	<u>98-07</u>	DATE RECEIVED	
	SUPERSEDES	DATE APPROVED	<u>12/30/98</u>
TN NO	<u>95-08</u>	DATE EFFECTIVE	<u>07/10/98</u>

The costs of in-service training of certified nursing assistants are a nursing facility cost and are an allowable cost to be included on the nursing facility's cost report.

## 2-3 Related Party Transactions

### A. Allowability of Costs

Costs applicable to services, facilities and supplies furnished to the provider by organizations or persons related to the provider by common ownership of 5% or more equity, control, interlocking directorates, or officers are allowable at the cost to the related organization. Such costs are allowable to the extent that they relate to patient care, are reasonable, ordinary, and necessary, and are not in excess of those costs incurred by a prudent cost-conscious buyer. These requirements apply to the sale, transfer, lease-back or rental of the property, plant or equipment or purchase of services of the related organization.

Allowability of costs is subject to the regulations prescribing the treatment of specific items as outlined in the Provider's Reimbursement Manual, SSA-HIM-15, Chapter 10 and Section 2150.3.

---

TN NO	<u>93-08</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>92-01</u>	DATE EFFECTIVE	<u>07-01-93</u>
		ATTACHMENT	4.19-D

B. Determination of Common Ownership or Control

In determining whether a provider organization is related to a supplying organization, the tests of common ownership and control are to be applied separately. If the elements of common ownership or control are not present in both organizations, the organizations are deemed not to be related to each other.

C. Exception

An exception is provided to the general rule applicable to related organizations. The exception applies if the provider demonstrates by convincing evidence to the satisfaction of the fiscal agent and/or the Division of Medicaid:

1. That the supplying organization is a bona fide separate organization.
  
2. That a substantial part of the supplying organization's business activity of the type carried on with the provider is transacted with other organizations not related to the provider and the supplier by common ownership or control and there is an open, competitive market for the type of services, facilities, or supplies furnished by the organization.

---

TN NO <u>93-08</u>	DATE RECEIVED _____
SUPERSEDES	DATE APPROVED <u>04-11-95</u>
TN NO <u>92-01</u>	DATE EFFECTIVE <u>07-01-93</u>
	ATTACHMENT 4.19-D

3. That the services, facilities, or supplies are those which are commonly obtained by nursing facilities from other organizations and are not a basic element of patient care ordinarily furnished directly to patients by nursing facilities.
  
4. That the charge to the provider is in line with the charge for such services, facilities, or supplies in the open market and no more than the charge made under comparable circumstances to others by the organization for such services, facilities, or supplies.

Where all of the conditions of this exception are met, the charges by the supplier to the provider for such services or supplies are allowable as costs.

D. Definitions

1. Reasonable - The consideration given for goods or services is the amount that would be acceptable to an independent buyer and seller in the same transaction.
  
2. Necessary - The purchase is required for normal, efficient, and continuing operation of the business.

---

TN NO	<u>93-08</u>	DATE RECEIVED	<u>04-11-95</u>
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>92-01</u>	DATE EFFECTIVE	<u>07-01-93</u>

3. Costs related to patient care - Include all necessary and proper costs which are appropriate and helpful in developing and maintaining the operation of patient care facilities and activities. Necessary and proper costs related to patient care are usually costs which are common and accepted occurrences in the field of the provider's activity. They include costs such as nursing costs, maintenance costs, administrative costs, costs of employee pension plans, normal standby costs, and others.
4. Costs not related to patient care - Costs not related to patient care are costs which are not appropriate or necessary and proper in developing and maintaining the operation of patient care facilities and activities. Such costs are not allowable in computing reimbursable costs. They include, for example, cost of meals sold to visitors or employees, cost of drugs sold to other than patients, cost of operation of a gift shop, and similar items.
5. Related to provider - The provider to a significant extent is associated or affiliated with, or has control of, or is controlled by, the organization furnishing the services, facilities, or supplies. The existence of an

---

TN NO	<u>93-08</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>92-01</u>	DATE EFFECTIVE	<u>07-01-93</u>

immediate family relationship will create an irrefutable presumption of relatedness through control or attribution of ownership or equity interests where the significance tests are met. The following persons are considered immediate family for these purposes: (1) husband and wife; (2) natural parent, child, and sibling; (3) adopted child and adoptive parent; (4) step-parent, step-child, step-sister, and step-brother; (5) father-in-law, mother-in-law, sister-in-law, brother-in-law, son-in-law, and daughter-in-law; (7) grandparent and grandchild.

6. Common ownership - Common ownership exists when an individual or individuals possess ownership to the extent that significant control can be exercised.

#### 2-4 Private Room Charge

The Medicaid per diem reimbursement rate includes reimbursement for a resident's placement in a private room due to medical necessity prescribed and ordered by a physician. No extra charge will be made to the resident, his/her family, or the Medicaid program.

When a resident is in a private room, by resident or family choice, a resident may be charged the difference between the private room charge and the semi-private room charge if the provider informs the

---

TN NO	<u>93-08</u>	DATE RECEIVED	
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>92-01</u>	DATE EFFECTIVE	<u>07-01-93</u>

resident at the time of his/her admission of the amount of the charge. Semi-private room accommodations are covered by the Medicaid reimbursement rate.

2-5 Reserved Bed Days Payments

The Division of Medicaid will reimburse a long-term care facility for bed days held for Title XIX recipients under the following conditions and limitations.

A. Hospital Leave

Facilities will be reimbursed a maximum of fifteen (15) days for each hospital stay for residents requiring acute hospital care. Residents must receive continuous acute care during acute hospital leave. Should a resident be moved from an acute care hospital bed to a bed in the hospital that is certified for a less than acute care service, the Medicaid program may not be billed for any period of time in which services other than acute care services are received by the resident. The period of leave will be determined by counting, as the first day of leave, the day the resident left the facility. A leave of absence for hospitalization is broken only if the resident returns to the facility for 24 hours or longer.

The facility must reserve the hospitalized resident's bed in anticipation of his/her return. The bed may not be filled with another resident during the covered period of hospital leave. Facilities may not refuse to readmit a resident from hospital leave when the resident has not been hospitalized for more than fifteen (15) days and still requires nursing facility services.

---

TN NO	<u>98-07</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>12/30/98</u>
TN NO	<u>93-08</u>	DATE EFFECTIVE	<u>07/10/98</u>

Each facility must establish and follow a written bed-hold and resident return policy which conforms to requirements of the Medicaid State Plan and other state and federal regulations. Hospital leave days may not be billed if the facility refuses to readmit the resident under their resident return policy. Repayment will be required of a facility which bills Medicaid for fifteen (15) days of hospital leave, discharges the resident, and subsequently refuses to readmit the resident under their resident return policy when a bed is available. Leave days must be billed in accordance with the applicable Division of Medicaid provider manual.

B. Home/Therapeutic Leave

The Division of Medicaid will reimburse long-term care facilities for home/therapeutic leave days with limits per resident, per state fiscal year (July 1 - June 30), as determined by the Mississippi State Legislature. Nursing Facility are allowed fifty-two (52) days per state fiscal year in addition to Christmas Day, the day before Christmas, the day after Christmas, Thanksgiving Day, the day before Thanksgiving and the day after Thanksgiving. ICF-MR residents are allowed eighty-four (84) days per state fiscal year in addition to Christmas Day, the day before Christmas, the day after Christmas, Thanksgiving Day, the day before Thanksgiving and the day after Thanksgiving. PRTF residents are allowed eighteen (18) days per state fiscal year. Leave days must be determined, authorized and billed in accordance with the applicable Division of Medicaid provider manual.

---

TN NO	<u>99-06</u>	DATE RECEIVED	<u>08-05-99</u>
	SUPERSEDES	DATE APPROVED	<u>10-28-99</u>
TN NO	<u>99-04</u>	DATE EFFECTIVE	<u>07-01-99</u>

C. Bed Hold Days Payment

A facility will be paid its per diem rate for the allowed bed hold days.

For purposes of calculating the case mix average of the facility, residents on allowable leave will be classified at the lower of the case mix weight as computed from the resident on leave using the assessment being utilized for payment at the point in time the resident starts the leave, or a case mix score of 1.000.

---

TN NO	<u>2000-06</u>	DATE RECEIVED	<u>08-07-00</u>
	SUPERSEDES	DATE APPROVED	<u>10-18-00</u>
TN NO	<u>96-09</u>	DATE EFFECTIVE	<u>07-01-00</u>

CHAPTER 3

RATE COMPUTATION - NURSING FACILITIES

3-1 Rate Computation - Nursing Facilities - General Principles

It is the intent of the Division of Medicaid to reimburse nursing facilities a rate that is adequate for an efficiently and economically operated facility. An efficiently and economically operated facility is defined as one with direct care and care related costs greater than 90% of the median and less than the maximum rate, therapy costs of PNFSD less than the maximum rate, administrative and operating costs of less than the maximum rate, property costs that do not require a payment of the hold harmless provision and an occupancy rate of 80% or more.

3-2 Resident Assessments

All nursing facilities shall complete a Minimum Data Set 2.0, including sections S, T, and U (MDS) form on all residents, in accordance with the policies adopted by the Division of Medicaid, Case Mix Office and meet the scheduling criteria outlined in the MDS manual.

04

---

TN NO	<u>2004-001</u>	DATE RECEIVE	<u>03-09-</u>
	SUPERSEDES	DATE APPROVED	<u>05-17-04</u>
TN NO	<u>98-07</u>	DATE EFFECTIVE	<u>02-01-04</u>

A. Submission of MDS Forms. Assessments of all residents must be submitted to the Division of Medicaid, Case Mix Office electronically, and meet the scheduling criteria outlined in the MDS manual. Initial admission assessments must be completed within fourteen (14) days of admission; hospital return assessments must be completed within fourteen (14) days of readmission to the facility; significant change assessments must be completed within fourteen (14) days of determining that a significant change occurred; assessments made as a significant correction of a prior assessment must be completed within fourteen (14) days of determining that an error was made on the most recent assessment; quarterly assessments must be completed within ninety (90) days of the previous assessment reference date; and annual assessments must be completed within 365 days of the last comprehensive assessment. Electronically submitted MDS data must meet the criteria for submission as adopted by the Division of Medicaid, Case Mix Office.

Completed assessments must be submitted to the Division of Medicaid, Case Mix Office on a bi-weekly basis.

Data processing on all assessments started within a calendar quarter will be closed on the fifth (5th) day of the second (2nd) month following the quarter, e.g., the MDS's with start

---

TN NO	<u>98-07</u>	DATE RECEIVED	<u>12/30/98</u>
	SUPERSEDES	DATE APPROVED	<u>07/10/98</u>
TN NO	<u>96-09</u>	DATE EFFECTIVE	<u>07/10/98</u>

dates between July 1, 1996 and September 30, 1996 will be closed out for the final calculations on November 5, 1996. This allows a full month for the submission and correction of all MDS's begun in a calendar quarter. Assessments for a specific quarter which are received after the file has been closed will not be entered for previous quarterly calculations but will be reflected in subsequent quarterly calculations and in the annual report.

The submission schedule may be extended based on policy decisions made by the Division of Medicaid. This will include the dates of submission following the end of a calendar quarter and the use of assessments received after the cut-off date.

- B. Assessments Used to Compute a Facility's Average Case Mix Score. A maximum of three (3) assessments per resident per calendar quarter will be used to compute the quarterly case mix average for a facility. These will include the last assessment from the previous calendar quarter, and the first two assessments for the current calendar quarter. Therapeutic leave, hospital leave and bed hold days will be calculated

---

TN NO 98-07 DATE RECEIVED

SUPERSEDES DATE APPROVED 12/30/98  
TN NO 96-09 DATE EFFECTIVE 07/10/98

using the default category weight (Category BC1). Assessments used in the computation will affect the case mix computation using the start date of the assessment except for new admissions and readmissions. The computation of the facility's case mix score will use the date of admission for new admissions or residents that are readmitted after a discharge from the facility. In computing a facility's average case mix, the dates of admission or readmission will be counted and the dates of discharge will not be counted in the computation.

- C. Audits of the MDS. The accuracy of the MDS will be verified by Registered Nurses. Beginning May 1, 1994, the review nurses will select a sample of the facility's residents. At least ten percent (10%) of the residents in the facility will be selected for the sample. The sample should include at least one resident from each major classification group. Residents may be added to the minimum sample as deemed appropriate by the review nurse(s) and/or other case mix staff. The sample will not be limited to Title XIX recipients since the total case mix of the facility will be used in computing the per diem rate. If more than twenty-five percent (25%) of the sample assessments are found to have errors which change the classification of the resident, the sample will be expanded.

---

TN NO	<u>98-10</u>	DATE RECEIVED	<u>          </u>
	SUPERSEDES	DATE APPROVED	<u>07/15/99</u>
TN NO	<u>98-07</u>	DATE EFFECTIVE	<u>01/01/99</u>

Policies adopted by the Division of Medicaid and the Mississippi Case Mix Advisory Committee will be used as a basis for changes in audits of the MDS, the sample selection process, and the acceptable error rate. If MDS data is not available, the Division may temporarily cease performing audits.

D. Roster Reports and Bed Hold Reports.

Roster Reports are sent to all facilities on a monthly basis. Roster Reports should be checked by the facilities to determine if all assessments completed by the facility have been entered into the Division of Medicaid case mix database and if all discharge dates are reflected on the report. Missing assessments and discharge dates should be submitted electronically before the due date listed on the report. If the due date is on a weekend or a State of Mississippi holiday or a federal holiday, the data should be submitted on or before the first business day following such weekend or holiday.

Final quarterly Roster Reports will be sent to facilities with the quarterly rates. Even though it is too late to submit data to affect a closed quarter, any missing assessments or discharge dates should be submitted electronically in order to be reflected on the next quarter's Roster Report.

---

TN NO	<u>98-07</u>	DATE RECEIVED	
	SUPERSEDES	DATE APPROVED	<u>12/30/98</u>
TN NO	<u>96-09</u>	DATE EFFECTIVE	<u>07/10/98</u>
		ATTACHMENT	4.19-D

Bed Hold Reports should be reviewed by the facility to determine if all hospital and home/therapeutic leave has been properly reported.

Corrections to bed hold days should be submitted to the Division of Medicaid, Case Mix Office by electronically submitting Section S of the MDS.

---

TN NO	<u>98-07</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>12/30/98</u>
TN NO	<u>96-09</u>	DATE EFFECTIVE	<u>07/10/98</u>

E. MDS Forms Which Can Not Be Classified. Should a facility submit an assessment that can not be classified into any of the Multi-State Medicare/Medicaid Payment Index (M<sup>3</sup>PI) categories due to omissions of data or errors, the MDS form will be classified in the default case mix category of BC1. This category is the equivalent to the lowest case mix classification.

F. Failure to Submit MDS Forms. Nursing facilities that do not submit MDS forms will have the residents for which an assessment was not submitted classified in the default category of BC1, equivalent to the lowest case mix category until the next assessment is received. Delinquent assessments will result in the calculation of delinquent days at the default classification of BC1. Delinquent assessments are defined as those assessments not completed according to the

---

TN NO 98-07 DATE RECEIVED

SUPERSEDES DATE APPROVED 12/30/98  
TN NO 96-09 DATE EFFECTIVE 07/10/98

schedule required by the Division of Medicaid.

3-3 Resident Classification System

The Division of Medicaid will use the M<sup>3</sup>PI to classify nursing home residents so a facility case mix average may be computed. This classification system utilizes specific items from the MDS to assign residents to categories which reflect the resident's functional status as well as resource utilization to meet resident care needs. The M<sup>3</sup>PI contains thirty-four (34) total groups and is based on a descending hierarchical order ranging from most resource intense to least resource intense. (The graphic depiction of the classification hierarchy included at the end of this section provides a visual representation of this narrative).

For nursing facility rates established for dates of service on or after January 1, 1999, the Division shall utilize version 5.12 of the Mississippi M<sup>3</sup>PI. Version 5.12 of the Mississippi M<sup>3</sup>PI uses the same grouper methodology as the HCFA version 5.12 of the RUGS-III classification system with the 34 group logic.

---

TN NO	<u>98-10</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>07/15/99</u>
TN NO	<u>96-09</u>	DATE EFFECTIVE	<u>01/01/99</u>

The seven (7) major categories in which a resident may be classified are as follows:

Extensive Services  
 Rehabilitation  
 Special Care  
 Clinically Complex  
 Impaired Cognition  
 Behavioral Problems  
 Reduced Physical Functioning

These seven (7) major categories split out into additional classifications based on specific criteria; namely Activities of Daily Living (ADL) Index, Depression, and Nursing Rehabilitation, each of which is described below.

### **ADL Index**

The ADL Index is a composite score for assessing the ability of a resident to perform in four of the Activities of Daily Living - bed mobility, toilet use, transfer, and eating, as defined in the MDS manual.

The ADL Index is **NOT** a total of the actual ADL scores on the MDS. A value is assigned to show how a resident is scored for ADL performance in the following manner:

---

TN NO	<u>96-09</u>	DATE RECEIVED	
	SUPERSEDES	DATE APPROVED	<u>12/13/96</u>
TN NO	<u>93-08</u>	DATE EFFECTIVE	<u>07/01/96</u>

For **Bed Mobility, Toilet Use, and Transfer**, residents who are coded as:

<b>Independent</b> or needing <b>Supervision</b> receive a value of	1
Needing <b>Limited Assistance</b> receive a value of	3
Requiring <b>Extensive Assistance</b> or <b>Total Dependence--</b>	
with 1 person physical assist receive a value of	4
with 2+ person physical assist receive a value of	5

For **Eating**, residents who are coded as:

<b>Independent</b> or need <b>Supervision</b> receive a value of	1
Needing <b>Limited Assistance</b> receive a value of	2
Requiring <b>Extensive Assistance/Total Dependence:</b> (including feeding tubes and parenteral feeding)	3

The ADL Index may range from a low of four (4) to a high of eighteen (18). The following example illustrates how an ADL Index is computed. Assume a resident is independent in bed mobility, requires extensive assistance with one-person assist in toilet use, requires limited assistance with transferring and is independent in eating. This resident's ADL Index would be computed as follows:

-Bed mobility (independent)	1
-Toilet use (extensive assistance with 1-person assist)	4
-Transfer (limited assistance)	3
-Eating (independent)	<u>1</u>
<b>ADL Index</b>	<b>9</b>

---

TN NO <u>93-08</u>	DATE RECEIVED
SUPERSEDES	DATE APPROVED <u>04-11-95</u>
TN NO <u>79-06</u>	DATE EFFECTIVE <u>07-01-93</u>

The ADL Index is an extremely important component of all classifications, providing the final determination of group (Note: the exception is in the major category of Extensive Care where a resident must meet an ADL Index requirement before being classified into Extensive Care). An ADL Index is calculated for all assessments.

### Depression Groups

The major category of Clinically Complex has first level splits which indicate whether or not a resident meets specific indicators of depression. In order to be classified in one of the depression groups, the following criteria must be present based on the MDS:

**Persistent sad or anxious mood** and **three or more** of the mood and behavior patterns specified in the version 5.12 of the Mississippi M<sup>3</sup>PI.

---

TN NO	<u>98-10</u>	DATE RECEIVED	
	SUPERSEDES	DATE APPROVED	<u>07/15/99</u>
TN NO	<u>96-09</u>	DATE EFFECTIVE	<u>01/01/99</u>

**Nursing Rehabilitation Groups**

Three of the major categories have as their first level split a determination of whether or not a resident is receiving nursing rehabilitation activities. The major categories for which this split applies are Impaired Cognition, Behavior Problems, and Reduced Physical Functioning.

In order to be computed as receiving Nursing Rehabilitation, a resident must receive two (2) or more types of nursing rehabilitation at least six (6) days a week a minimum of fifteen (15) minutes a day. Nursing Rehabilitation includes the techniques/practices specified in the version 5.12 of the Mississippi M<sup>3</sup>PI.

---

TN NO	<u>98-10</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>07/15/99</u>
TN NO	<u>93-08</u>	DATE EFFECTIVE	<u>01/01/99</u>

In a hierarchical classification system, assessments are sorted from those having the highest acuity/resource utilization to those with the least acuity/resource utilization. Once the criteria for placement in one of the seven major categories is met, the M<sup>3</sup>PI calculation program looks at the assessment on the basis of the ADL Index and whether or not it meets the requirements for Depression or Nursing Rehabilitation. Once that has been determined, the final classification is made.

An additional classification is included to allow placement of assessments for whom calculation in the M<sup>3</sup>PI is not possible due to errors. This classification (BC1) is given the same weight as the lowest classification.

The classification of residents will be performed by computer at the Division of Medicaid using the MDS assessments and the M<sup>3</sup>PI calculation program. Submission requirements are addressed in section 3-2(A).

---

TN NO	<u>98-10</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>07/15/99</u>
TN NO	<u>98-07</u>	DATE EFFECTIVE	<u>01/01/99</u>

Each of the thirty-four (34) resident classifications as well as the default classification have been assigned case-mix weights. The Mississippi base weights for all M<sup>3</sup>PI categories are listed in the following table for residents in regular units as well as residents with Alzheimer's or related dementia in licensed Alzheimer's Special Care Units. At such time that sufficient and relevant data is collected, the Mississippi case mix base weights may be re-calibrated.

**MS MEDICARE/MEDICAID PAYMENT INDEX (M<sup>3</sup>PI)  
34 CATEGORIES**

**EXTENSIVE CARE CATEGORIES**

<b>M<sup>3</sup>PI GROUP</b>	<b><u>DESCRIPTION</u></b>	<b><u>ADL SCORE</u></b>	<b>MISSISSIPPI BASE WEIGHT</b>	
			<b><u>REGULAR UNIT</u></b>	<b><u>ALZHEIMER'S UNIT</u></b>
SE3	Extensive Special Care 3	All ADLs > 6	2.839	2.839
SE2	Extensive Special Care 2	All ADLs > 6	2.316	2.316
SE1	Extensive Special Care 1	All ADLs > 6	1.943	1.943

**REHABILITATION CATEGORIES**

<b>M<sup>3</sup>PI GROUP</b>	<b><u>DESCRIPTION</u></b>	<b><u>ADL SCORE</u></b>	<b>MISSISSIPPI BASE WEIGHT</b>	
			<b><u>REGULAR UNIT</u></b>	<b><u>ALZHEIMER'S UNIT</u></b>
RAD	Rehabilitation All Levels	ADL 17 - 18	2.284	2.284
RAC	Rehabilitation All Levels	ADL 14 - 16	1.936	1.936
RAB	Rehabilitation All Levels	ADL 10 - 13	1.772	1.772
RAA	Rehabilitation All Levels	ADL 4 - 9	1.472	1.472

---

TN NO <u>2002-31</u>	DATE RECEIVED <u>12-23-02</u>
SUPERSEDES	DATE APPROVED <u>02-14-03</u>
TN NO <u>2001-01</u>	DATE EFFECTIVE <u>01-01-03</u>

SPECIAL CARE CATEGORIES

<u>M<sup>3</sup>PI</u>	<u>GROUP DESCRIPTION</u>	<u>ADL SCORE</u>	<u>MISSISSIPPI</u>	
			<u>BASE WEIGHT</u>	
			<u>REGULAR</u>	<u>ALZHEIMER'S</u>
			<u>UNIT</u>	<u>UNIT</u>
SSC	Special Care	ADL 17 - 18	1.877	1.877
SSB	Special Care	ADL 15 - 16	1.736	1.736
SSA	Special Care	ADL 7 - 14	1.709	1.709

CLINICALLY COMPLEX CATEGORIES

<u>M<sup>3</sup>PI</u>	<u>GROUP DESCRIPTION</u>	<u>ADL SCORE</u>	<u>MISSISSIPPI</u>	
			<u>BASE WEIGHT</u>	
			<u>REGULAR</u>	<u>ALZHEIMER'S</u>
			<u>UNIT</u>	<u>UNIT</u>
CC2	CLN.COMP. W/DEPRESSION	ADL 17 - 18	1.425	1.824
CB2	CLN.COMP. W/DEPRESSION	ADL 12 - 16	1.247	1.596
CA2	CLN.COMP. W/DEPRESSION	ADL 4 - 11	1.043	1.335
CC1	CLIN. COMPLEX	ADL 17 - 18	1.311	1.678
CB1	CLIN. COMPLEX	ADL 12 - 16	1.154	1.477
CA1	CLIN. COMPLEX	ADL 4 - 11	0.934	1.196

COGNITIVELY IMPAIRED CATEGORIES

<u>M<sup>3</sup>PI</u>	<u>GROUP DESCRIPTION</u>	<u>ADL SCORE</u>	<u>MISSISSIPPI</u>	
			<u>BASE WEIGHT</u>	
			<u>REGULAR</u>	<u>ALZHEIMER'S</u>
			<u>UNIT</u>	<u>UNIT</u>
IB2	COG.IMP.W/NURSING REHAB	ADL 6 - 10	1.061	1.825
IA2	COG.IMP.W/NURSING REHAB	ADL 4 - 5	0.777	1.336
IB1	COG. IMPAIRMENT	ADL 6 - 10	0.938	1.613
IA1	COG. IMPAIRMENT	ADL 4 - 5	0.703	1.209

TN NO 2002-31 DATE RECEIVED 12-23-02  
 SUPERSEDES DATE APPROVED 02-14-03  
 TN NO 98-10 DATE EFFECTIVE 01-01-01  
 ATTACHMENT 4.19-D

BEHAVIOR PROBLEMS CATEGORIES

<u>M<sup>3</sup>PI</u> <u>GROUP</u>	<u>DESCRIPTION</u>	<u>ADL</u>	<u>SCORE</u>	<u>MISSISSIPPI</u> <u>BASE WEIGHT</u>	
				<u>REGULAR</u> <u>UNIT</u>	<u>ALZHEIMER'S</u> <u>UNIT</u>
BB2	BVR PRBMS W/NURSING REHAB	ADL	6 - 10	1.021	1.756
BA2	BVR PRBMS W/NURSING REHAB	ADL	4 - 5	0.750	1.290
BB1	BEHAVIOR PROBLEMS	ADL	6 - 10	0.866	1.490
BA1	BEHAVIOR PROBLEMS	ADL	4 - 5	0.612	1.053

PHYSICAL FUNCTIONING CATEGORIES

<u>M<sup>3</sup>PI</u> <u>GROUP</u>	<u>DESCRIPTION</u>	<u>ADL</u>	<u>SCORE</u>	<u>MISSISSIPPI</u> <u>BASE WEIGHT</u>	
				<u>REGULAR</u> <u>UNIT</u>	<u>ALZHEIMER'S</u> <u>UNIT</u>
PE2	PHYS.FUNC.W/NURSING REHAB	ADL	16 - 18	1.188	1.521
PD2	PHYS.FUNC.W/NURSING REHAB	ADL	11 - 15	1.095	1.402
PC2	PHYS.FUNC.W/NURSING REHAB	ADL	9 - 10	0.937	1.199
PB2	PHYS.FUNC.W/NURSING REHAB	ADL	6 - 8	0.824	1.055
PA2	PHYS.FUNC.W/NURSING REHAB	ADL	4 - 5	0.637	0.815
PE1	PHYS.FUNC.	ADL	16 - 18	1.077	1.379
PD1	PHYS.FUNC.	ADL	11 - 15	0.990	1.267
PC1	PHYS.FUNC.	ADL	9 - 10	0.865	1.107
PB1	PHYS.FUNC.	ADL	6 - 8	0.749	0.959
PA1	PHYS.FUNC.	ADL	4 - 5	0.575	0.736

---

TN NO	<u>2002-31</u>	DATE RECEIVED	<u>12-23-02</u>
	SUPERSEDES	DATE APPROVED	<u>02-14-03</u>
TN NO	<u>98-10</u>	DATE EFFECTIVE	<u>01-01-01</u>

DEFAULT CATEGORY

<u>M<sup>3</sup>PI</u> <u>GROUP DESCRIPTION</u>	<u>ADL SCORE</u>	<u>MISSISSIPPI</u> <u>BASE WEIGHT</u>	
		<u>REGULAR</u> <u>UNIT</u>	<u>ALZHEIMER'S</u> <u>UNIT</u>
BC1 DEFAULT CATEGORY	NOT APPLICABLE	0.575	0.575

**RESIDENT ASSESSMENTS THAT CONTAIN ERRORS IN FIELDS WHICH PROHIBIT CLASSIFICATION WILL AUTOMATICALLY BE PLACED INTO THIS CATEGORY BY DEFAULT.**

3-4 Computation of Per Diem Rate for Nursing Facilities

A per diem base rate will be established annually, unless this plan requires a rate being calculated at another time, for the period July 1 through June 30 until June 30, 2000. The rates established for the period July 1, 1999 through June 30, 2000 will be trended forward to establish rates for the period July 1, 2000 through December 31, 2000. For example, the trend factor established for the rate year July 1, 1999 through June 30, 2000 will be adjusted for each cost report period used to establish the rates for that period in order for the trend factor to be from the mid-point of the cost report period to the mid-point of the rate year. Facilities which filed a cost report for the period January 1, 1998 through December 31, 1998 originally had the trend factor that was established in accordance with this plan multiplied by 1.5 in order to adjust from the midpoint of the cost report period (July 1, 1998) to the midpoint of the rate year (January 1, 2000). In order to set the rates for the period July 1, 2000 through December 31, 2000, that same trend factor will be multiplied by 2.25 in order to adjust from the midpoint of the cost report period (July 1, 1998) to the midpoint of the rate period (October 1, 2000). Beginning January 1, 2001, the per diem base rate year will be January 1 through December 31, unless this plan requires a rate being calculated at another time. A case mix adjustment will be made quarterly based on the MDS forms submitted by each facility in accordance with other provisions of this plan. Cost

---

TN NO	<u>2002-31</u>	DATE RECEIVED	<u>12-23-02</u>
	SUPERSEDES	DATE APPROVED	<u>02-14-03</u>
TN NO	<u>99-14</u>	DATE EFFECTIVE	<u>01-01-01</u>

reports used to calculate the rate will be the cost report filed for the period ending in the second calendar year prior to the beginning of the next calendar rate year. For example, the rates effective January 1, 2001 will be determined from cost reports filed for the year ended June 30, 1999 for state owned facilities, for the year ended September 30, 1999 for county owned facilities and for the year ended December 31, 1999 for all other facilities, unless a short period cost report and rate calculation is required by other provisions of this plan.

In order to change to the case mix weights for the version 5.12 of the Mississippi M<sup>3</sup>PI on January 1, 1999, the standard rates for direct care and care related costs will be re-calculated, including the ceiling and the median, for the period January 1, 1999 - June 30, 1999. This re-calculation will include running the case mix scores for the cost report periods used to establish those rates using the version 5.12 weights.

A description of the calculation of the per diem rate is as follows:

- A. Direct Care Base Rate and Care Related Rate Determination  
 Direct care costs include salaries and fringe benefits for registered nurses (RN's), (excluding the Director of Nursing, the Assistant Director of Nursing and the Resident Assessment Instrument (RAI) Coordinator), licensed practical nurses (LPN's) and nurse aides, contract RN's, LPN's, and nurse aides, medical supplies and other direct care supplies.

---

TN NO	<u>2004-001</u>	DATE RECEIVED	<u>03-09-04</u>
	SUPERSEDES	DATE APPROVED	<u>05-17-04</u>
TN NO	<u>99-14</u>	DATE EFFECTIVE	<u>02-01-04</u>

Care related costs include salaries and fringe benefits for activities, the Director of Nursing, the Assistant Director of Nursing, RAI Coordinator, pharmacy and social services. It also includes barber and beauty expenses for which the residents are not charged, raw food and food supplements, consultants for activities, nursing, pharmacy, social services and therapies, the Medical Director, and supplies used in the provision of care related services.

1. Calculate the average case mix score for each facility during the facility's cost report period. [Divide the case mix adjusted patient days (the sum of the patient days multiplied by Mississippi Base Weights) by total period patient days.]
2. Determine the per diem direct care cost for each facility during the cost report period. (Divide direct care cost by total period patient days.)
3. Divide each facility's per diem direct care cost by its case mix score as determined in 1, above. The result is the facility's case mix adjusted direct care per diem cost. This adjustment expresses each facility's direct care costs as if the facility had a case mix of 1.00.
4. Add the per diem care related cost for each facility to the case mix adjusted direct care per diem cost calculated in 3, above.
5. Trend forward each facility's case mix adjusted direct care and care related cost per diem to the middle of the rate year using the trend factor. This is done by multiplying the trend factor in order to trend costs forward from the mid-point of the cost report period to the mid-point of the payment period.

---

TN NO	<u>99-14</u>	DATE RECEIVED	<u>2/11/00</u>
	SUPERSEDES	DATE APPROVED	<u>05/08/00</u>
TN NO	<u>93-08</u>	DATE EFFECTIVE	<u>01/01/00</u>

6. Determine the ceiling and floor for direct care and care related costs together for small and large nursing facilities and separately for PNFSD's as follows:
  - A. Prepare an array of the small and large nursing facilities; their associated trended direct care and care related costs, summed; and their annualized total patient days. Prepare a separate array of the PNFSD's.
  - B. Arrange the data in order from lowest to highest cost for each array.
  - C. Add to each array the cumulative annualized total patient days by adding in succession the days listed for each facility.
  - D. Determine the median patient days by multiplying the total cumulative patient days by fifty percent (50%) and locate the median patient days on each array.
  - E. Determine the median costs by matching the median patient days to the cost associated with the median patient day for each array. This may care and care related costs is require interpolation.
  - F. The ceiling for direct determined by multiplying the median cost for each array by one hundred twenty percent (120%). The floor is

determined by multiplying the median cost by ninety percent (90%).

The floor will be computed only for the payment periods July 1, 1993 through June 30, 1994 (FY 1994) and July 1, 1994 through June 30, 1995 (FY 1995). Facilities which receive the floor for direct care and care related costs must increase their allowable costs in these areas in order to avoid the repayment of the amount not spent on direct care and care related costs. The comparison of the floor and actual costs will be after the costs are case mix adjusted to an average of 1.00. In addition, costs incurred (not trended) will be compared to the floor that was computed using trended costs for the rate period. Since the cost report periods and the rate periods are not the same, an adjustment will be made to the repayment amount for facilities which receive the floor payment for only a portion of their cost report period. In no case will the recoupment be greater than the amount paid for the difference in trended

---

TN NO	<u>93-08</u>	DATE RECEIVED	
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>79-06</u>	DATE EFFECTIVE	<u>07-01-93</u>

direct care and care related costs and the floor. A facility that qualifies for the floor for FY 1994 will not necessarily qualify for the floor for FY 1995. Likewise, a facility that does not qualify for the floor in FY 1994 may receive the floor for FY 1995 if their direct care and care related costs are lower than 90% of the median.

For example: XYZ Nursing Facility has trended direct care and care related costs of \$15.00 per day, as determined in 5, above, for the period January 1, 1992 through December 31, 1992. Assume that the median for direct care and care related costs is \$22.00 when the base rates are determined for the period July 1, 1993 through June 30, 1994 (FY 1994). Therefore, 90% of the median is \$19.80.

Accordingly, the direct care and care related base rate of XYZ Nursing Facility will be increased by \$4.80 to the floor for the FY 1994 rate period. Since the facility did not receive the incentive of the 90% floor six (6) months of the next reporting period, XYZ Nursing Facility must increase their

---

TN NO	<u>93-08</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>79-06</u>	DATE EFFECTIVE	<u>07-01-93</u>

allowable direct care and care related costs by one-half (1/2) of the amount of the difference between the direct care and care related costs from the cost report used to compute the rate and the floor. In this example, the cost report filed by XYZ Nursing Facility for the period January 1, 1993 through December 31, 1993 must have allowable direct care and care related costs of at least \$17.40 per day, case mix adjusted, in order to avoid the recoupment of a portion of the floor payment. If the allowable direct care and care related costs are \$17.00 on the 1993 cost report, the direct care and care related base rate of XYZ Nursing Facility for FY 1994 will be reduced to \$19.40, a \$.40 reduction. This will be repaid to the Medicaid program by a retroactive rate adjustment for the period in which the floor was paid. The Medicaid fiscal agent would recoup the amount paid for each claim and repay the claims at the adjusted rate.

Starting July 1, 1993 and only during FY 1994 and FY 1995, a nursing facility may file one

---

TN NO	<u>93-08</u>	DATE RECEIVED	
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>79-06</u>	DATE EFFECTIVE	<u>07-01-93</u>

abbreviated cost report per state fiscal year consisting of Forms 2, 3, 5 and 6 for any calendar quarter in order to prove they have equaled or exceeded the floor. The abbreviated cost report will only be used to determine if their actual costs (without a trend factor) were greater than or equal to the floor computed during the annual rate setting process. The standard per diem rate of the facility will not be changed as a result of the abbreviated cost report. If a nursing facility has incurred direct care and care related costs that equal or exceed the floor, the nursing facility will be eligible to receive the Direct Care Access and Quality Incentives beginning the second (2nd) calendar quarter following the abbreviated cost report period. The abbreviated cost report may not be substituted for any part of the annual cost report required for each nursing facility. If, when the annual cost report is filed, a nursing facility which filed an abbreviated cost report in order to receive the Direct Care Access and Quality Incentives is found to be below the floor for the

---

TN NO	<u>93-08</u>	DATE RECEIVED	
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>79-06</u>	DATE EFFECTIVE	<u>07-01-93</u>

cost report period, the facility must repay the Direct Care Access and Quality Incentives as well as the portion of costs below the floor as described above and the facility will be ineligible for the Direct Care Access and Quality Incentives for the remainder of the rate year. Facilities which file an abbreviated cost report must do so within thirty (30) days following the end of the calendar quarter contained in the abbreviated cost report.

7. Determine the standard rate for each facility for direct care and care related costs. If the facility's case mix adjusted cost is above the ceiling, its standard rate is the ceiling. If the facility falls below the ceiling and above the floor, then its standard rate is its case mix adjusted cost. If a facility falls below the floor, its standard rate is the floor.
8. Allocate each facility's Standard Rate between direct care costs and care related costs. This is done by using the percentage of case mix adjusted direct care costs and care related costs to the total of these costs used in 4, above, for each facility. This will result in the

---

TN NO	<u>93-08</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>79-06</u>	DATE EFFECTIVE	<u>07-01-93</u>

Standard Case Mix Adjusted Direct Care Base Rate and the Care Related Per Diem Rate.

9. The Standard Case Mix Adjusted Direct Care Base Rate of each facility will be multiplied by the facility's average case mix score as described in Section C, below, on a quarterly basis. The facility's average case mix score will be computed using the access and quality weights as described in Section B, below.

B. Direct Care Access and Quality Incentives

In computing the average case mix for each nursing facility to be used in adjusting the direct care base rate, direct care access and quality incentives will be used. These incentives are only available to facilities whose case mix adjusted direct care and care related costs are greater than or equal to 90% of the median for the cost report period being used to compute the base rate. These incentives will increase the Mississippi Base Weights used to compute the average case mix score for the appropriate calendar quarter. The direct care

---

TN NO	<u>96-09</u>	DATE RECEIVED	
	SUPERSEDES	DATE APPROVED	<u>12/13/96</u>
TN NO	<u>93-08</u>	DATE EFFECTIVE	<u>07/01/96</u>

access and quality incentives will increase the base weight by two percent (2%) for the following case mix categories:

<u>DESCRIPTION</u>	<u>M<sup>3</sup>PI GROUP</u>	<u>DIRECT CARE ACCESS &amp; QUALITY INCENTIVE WEIGHTS</u>	
		<u>REGULAR UNIT</u>	<u>ALZHEIMER'S UNIT</u>
Extensive 3	SE3	2.896	2.896
Extensive 2	SE2	2.362	2.362
Extensive 1	SE1	1.982	1.982
Rehab 17-18	RAD	2.330	2.330
Rehab 14-16	RAC	1.975	1.975
Rehab 10-13	RAB	1.807	1.807
Rehab 4-9	RAA	1.501	1.501
Special 17-18	SSC	1.915	1.915
Special 15-16	SSB	1.771	1.771
Special 7-14	SSA	1.743	1.743
Complex 17-18D	CC2	1.454	1.860
Complex 17-18	CC1	1.337	1.712
Complex 12-16D	CB2	1.272	1.628
Complex 12-16	CB1	1.177	1.507
Complex 4-11D	CA2	1.064	1.362
Complex 4-11	CA1	0.953	1.219
Impaired 6-10N	IB2	1.082	1.861
Impaired 6-10	IB1	0.957	1.646
Behavior 6-10N	BB2	1.041	1.791
Behavior 6-10	BB1	0.883	1.519
Physical 16-18N	PE2	1.212	1.551
Physical 11-15N	PD2	1.117	1.430
Physical 9-10N	PC2	0.956	1.223
Physical 6-8N	PB2	0.841	1.076

C. Case Mix Adjusted Per Diem Rate

A per diem rate will be calculated for each nursing facility on a quarterly basis. Each nursing facility's standard direct care rate will be multiplied by their average case mix for the period two calendar quarters prior to the start date of the rate being calculated. For example, the July 1, 1993 rate

---

TN NO	<u>2002-31</u>	DATE RECEIVED	<u>12-23-02</u>
	SUPERSEDES	DATE APPROVED	<u>02-14-03</u>
TN NO	<u>98-10</u>	DATE EFFECTIVE	<u>01-01-03</u>

will be determined by multiplying the standard direct care rate by the average case mix for the quarter January 1, 1993 through March 31, 1993. This will result in the case mix adjusted direct care per diem rate. This is added to the care related per diem rate, the therapy per diem rate for PNFSD's only, the administrative and operating per diem rate, the per diem fair rental payment, the per diem hold harmless, and the per diem return on equity capital to compute the facility's total per diem rate for the calendar quarter. The direct care per diem base rate, the care related per diem rate, the therapy per diem for PNFSD's only, the administrative and operating per diem rate, the per diem fair rental payment, the per diem hold harmless and the per diem return on equity capital are computed annually and are effective for the period January 1 through December 31. The case mix adjustment is done quarterly to determine the total rate for the periods January 1 through March 31, April 1, through June 30, July 1 through September 30, and October 1 through December 31.

D. Therapy Rate for Private Nursing Facilities for the Severely Disabled

Therapy costs include salaries and fringe benefits or contract costs of therapists and other direct costs incurred for therapeutic services.

1. Determine the per diem therapy cost for each Private Nursing Facility for the Severely Disabled during the cost report period. (Divide therapy cost by total period patient days.)
2. Trend each facility's therapy per diem cost to the middle of the rate year using the trend factor as defined in Chapter 7.

---

TN NO	<u>2004-001</u>	DATE RECEIVED	<u>03-09-04</u>
	SUPERSEDES	DATE APPROVED	<u>05-17-04</u>
TN NO	<u>99-14</u>	DATE EFFECTIVE	<u>02-01-04</u>

3. Determine the ceiling for therapy costs as follows:
  - A. Prepare an array for the classification, including the facility names, the associated trended therapy costs, and the annualized total patient days.
  - B. Arrange the data from lowest to highest cost.
  - C. Add to each array the cumulative annualized total patient days by adding in succession the days listed for each facility.
  - D. Determine the median patient day by multiplying the total cumulative patient days by fifty percent (50%) and locate the median patient day on each array.
  - E. Determine the median cost by matching the median patient day to the associated costs. This may require interpolation.
  - F. Multiply the cost at the median patient day by 105% to determine the ceiling.
4. Determine the therapy per diem rate for each facility. If the facility's therapy cost is above the ceiling, its therapy rate is the ceiling. If the facility's cost falls below the ceiling, then its therapy rate is its trended cost.

E. Administrative and Operating Rate

Administrative and operating costs include salaries and fringe benefits for the administrator, assistant administrator, dietary, housekeeping, laundry, maintenance, medical records, owners and other administrative staff. These costs also include contract costs for dietary, housekeeping, laundry and maintenance, dietary and medical records consultants, accounting

fees, non-capital amortization, bank charges, board of directors fees, dietary supplies, depreciation expense for vehicles and for assets purchased that are less than the equivalent of a new bed value, dues, educational seminars, housekeeping supplies, professional liability insurance, non-capital interest expense, laundry supplies, legal fees, linens and laundry alternatives, management fees and home office costs, office supplies, postage, repairs and maintenance, taxes other than property taxes, telephone and communications, travel and utilities.

1. Determine the per diem administrative and operating cost for each facility during the cost report period. (Divide administrative and operating cost by total period patient days. Patient days will be increased, if necessary, to 80% occupancy.)
2. Trend each facility's administrative and operating per diem cost to the middle of the rate year using the trend factor as defined in Chapter 7. This is done by multiplying the trend factor in order to trend costs forward from the mid-point of the cost report period to the mid-point of the payment period.
3. Determine the ceiling for administrative and operating costs for each classification as follows:
  - A. Prepare an array for each nursing facility classification. Each array should include the facility names, their associated trended administrative and operating costs, and their annualized total patient days.
  - B. Arrange the data in each array from lowest to highest cost.

---

TN NO	<u>2004-001</u>	DATE RECEIVED	<u>07/31/97</u>
	SUPERSEDES	DATE APPROVED	<u>08/14/97</u>
TN NO	<u>97-04</u>	DATE EFFECTIVE	<u>07/01/97</u>

- C. Add to each array the cumulative annualized total patient days by adding in succession the days listed for each facility.
- D. Determine the median patient days by multiplying the total cumulative patient days by fifty percent (50%) and locate the median patient days on each array.
- E. Determine the median costs by matching the median patient days to the associated costs. This may require interpolation.
- F. The cost at the median patient day is multiplied by 109% to determine the ceiling for each classification.

4. Determine the per diem rate for each facility for administrative and operating costs. If the facility's administrative and operating cost is above the ceiling, its administrative and operating rate is the ceiling. If the facility's cost falls below the ceiling, then its administrative and operating rate is its trended cost plus seventy-five percent (75%) of the difference between the greater of the trended cost or the median and the ceiling.

E. Property Payment. A per diem payment will be made for property costs based on a fair rental system. The amount of the payment is determined as follows:

1. A new facility constructed on January 1, 1992 is assumed to have a per bed value of \$25,908. The value of new construction will be indexed each year using the RS Means Construction Cost Index. The new bed value will be indexed each year to January 1 of the payment year. The cost index

---

TN NO	<u>2004-001</u>	DATE RECEIVED	<u>03-09-04</u>
	SUPERSEDES	DATE APPROVED	<u>05-17-04</u>
TN NO	<u>99-14</u>	DATE EFFECTIVE	<u>02-01-04</u>

will be estimated using a five year moving average of the most recent cost indices for Jackson, MS. For example, in computing the rates for the year January 1, 2001 through December 31, 2001, the new bed value will be indexed to January 1, 2001 using the estimated index. An adjustment to the new bed value of 37.20% will be made for licensed Alzheimer's units based on the additional construction costs required to be licensed as an Alzheimer's unit. Likewise, an adjustment to the new bed value of 328.178% will be made for PNFSD's.

2. The fair rental system establishes a facility's value based on its age. The older the facility, the less its value. Additions, replacements, and renovations will be recognized by lowering the age of the facility and, thus, increasing the facility's value. Facilities, one year or older, will be valued at the new construction bed value less depreciation of 1% per year according to the age of the facility. Facilities will not be depreciated to an amount less than seventy percent (70%) of the new construction bed value. For sales of assets closed on or after July 1, 1993, there will be no recapture of depreciation.

- a. Addition of Beds. The addition of beds will require a computation of the weighted average age of the facility based on the construction dates of

---

TN NO <u>2004-001</u>	DATE RECEIVED <u>03-09-04</u>
SUPERSEDES	DATE APPROVED <u>05-17-04</u>
TN NO <u>2002-31</u>	DATE EFFECTIVE <u>02-01-04</u>

the original facility and the additions. For example, a 60 bed facility that was constructed in 1977 and constructed 60 additional beds in 1982 would have its weighted average age (compared to 1992) calculated as follows:

<u>Construction Year</u>	<u>Age</u>	<u>Beds</u>	<u>Age X Beds</u>
1977	15	60	900
1982	10	<u>60</u>	<u>600</u>
Total		120	1,500

$$\text{Weighted Average Age} = 1,500 / 120 = 12.50 \text{ years}$$

If the new bed value of a facility in 1992 is \$25,908 and it is depreciated at 1% per year for an age of 12.50 years, then the facility's fair rental value would be \$22,670 per bed (\$25,908 X .875), or a total of \$2,720,400 for fiscal year 1992.

The increase or decrease in the number of certified beds that does not result in a change of classification will be reflected in the facility rate for the next quarter after the Division of Medicaid is notified of the change in the number of

---

TN NO <u>93-08</u>	DATE RECEIVED _____
SUPERSEDES	DATE APPROVED <u>04-11-95</u>
TN NO <u>79-06</u>	DATE EFFECTIVE <u>07-01-93</u>

certified beds if the Division of Medicaid receives the notification from the certifying agency on or before the first day of the month preceding the effective date of the quarterly rate change. For example, a facility increases its number of Medicaid beds from 100 to 110 effective August 1, 1993. The rate of the facility would reflect 100 beds for the period July 1, 1993 through September 30, 1993. The rate would reflect 110 beds for the period October 1, 1993 through December 31, 1993. If the change in the number of beds had been effective September 1, 1993 and the Division of Medicaid did not receive notification until September 15, 1993, the increase would be reflected in the rate effective January 1, 1994.

The addition of beds is often a result of the conversion of non-Medicaid-certified nursing facility beds other than hospital beds, ex. personal care beds.

The added beds will be aged using the aging calculation made at start-up of the fair rental system for the converting beds. The cost of renovations or major improvements after start-up and before conversion will be considered in determining the age of the beds upon conversion if the facility provides documentation as described elsewhere in the plan at the time of conversion.

When Medicaid-certified beds are added to the facility as a result of the conversion of hospital beds, the converted beds will be assigned the average age of the Medicaid-certified beds calculated for start-up of the fair rental system. The cost of renovations or major improvements after start-up and before conversion will be considered in determining the age of the beds upon conversion if the facility provides documentation as described elsewhere in the plan at the time of conversion. Direct hospital costs will not be considered.

- b. Replacement of Beds. The replacement of existing beds will also result in an adjustment to the age of the facility. A weighted average age will be calculated according to the year of initial construction and the year of bed replacement. This differs from the addition of beds in that a certain number of beds have replaced those that were

---

TN NO	<u>93-08</u>	DATE RECEIVED	
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>79-06</u>	DATE EFFECTIVE	<u>07-01-93</u>

initially constructed. If a facility has a series of additions or replacements, it is assumed that the oldest beds are the ones being replaced. For example, a 120 bed facility constructed in 1978 that replaced 60 beds in 1988 would have their weighted average age computed as follows in 1993:

Construction Year	Age	Beds	Age X Beds
1978 (initial beds remaining)	15	60	900
1988 (beds replaced)	5	60	300
Total		120	1,200

Weighted Average Age =  $1,200 / 120 = 10.00$  years

The replacement of 60 beds in 1988 reduced the age of the facility by 5 years, from 15 years to 10 years. Assuming a new bed value of \$26,300, depreciated at 1% per year for an age of 10.00 years, the facility's fair rental value would be \$23,670 per bed ( $\$26,300 \times 90\%$ ), or a total of \$2,840,400 for fiscal year 1993.

- c. Renovations or Major Improvements. Renovations or major improvements are difficult to factor into the age of the facility because ordinarily they cannot be associated with particular beds. The cost of

---

TN NO	<u>93-08</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>79-06</u>	DATE EFFECTIVE	<u>07-01-93</u>

renovation or improving the facility will be calculated as a bed replacement, described above. To qualify as a bed replacement, the cost of the renovation/improvement must be equal to or greater than the cost of constructing one nursing facility bed in the year in which the renovation takes place. For example, a renovation/improvement in 1993 must cost at least \$26,300 for it to qualify as a bed replacement.

Renovation/improvement costs must be documented through cost reports, depreciation schedules, construction receipts, or other means. Costs must be capitalized in order to be considered a renovation or major improvement. In facilities with distinct parts, purchases not solely related to the certified beds for the classification being considered will be allocated between the certified beds for the classification being considered and the other beds in the facility. The allocation will be based on the number of beds in the classification being considered to total facility

---

TN NO	<u>93-08</u>	DATE RECEIVED	<u>04-11-95</u>
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>79-06</u>	DATE EFFECTIVE	<u>07-01-93</u>

beds at year end. The portion allocated to the classification being considered must be equal to or greater than the new bed value determined for the year of purchase in order to be considered for a renovation/improvement. Assets purchased for use solely by the portion of the facility other than the classification being considered will not be considered for renovations/improvements for the Medicaid certified beds.

In establishing the age of a facility renovations/improvements are converted into bed replacements by dividing their total cost by the new construction cost for a nursing facility bed in the year of renovation/improvement. For example, if a renovation costing \$200,000 takes place in 1993, its bed replacement equivalent is  $\$200,000 / \$26,300 = 7.60$  beds. The bed replacement equivalents will be rounded to the next highest integer ( $7.60 = 8$ ).

For example, a 120 bed facility constructed in 1978 might have undertaken two renovations: \$200,000 in

---

TN NO	<u>93-08</u>	DATE RECEIVED	<u>04-11-95</u>
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>79-06</u>	DATE EFFECTIVE	<u>07-01-93</u>

1983 and \$200,000 in 1993. The bed replacement equivalent of these renovations would be 9 beds and 8 beds respectively. The weighted average for this facility would be calculated as follows:

Construction Year	Age 1/01/95	Beds	Age X Beds
1978 (initial beds remaining)	17	103	1,751
1983 (bed replacement equivalent)	12	9	108
1993 (bed replacement equivalent)	2	<u>8</u>	<u>16</u>
Total		120	1,875

Weighted Average Age =  $1,875 / 120 = 15.63$  years

The renovations reduced the age of the facility by 1.37 years, from 17 to 15.63. Assuming a 1995 new bed value of \$27,604, depreciated at 1% per year for an age of 15.63 years, the facility's fair rental value would be \$23,289 per bed ( $\$27,604 \times .8437$ ), for a total of \$2,794,680 for rate period fiscal year 1995.

Beds constructed after the cost report year will be considered to have a zero (0) age for rate setting purposes. All beds will be aged by one (1) year at each December 31.

---

TN NO	<u>93-08</u>	DATE RECEIVED	<u>04-11-95</u>
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>79-06</u>	DATE EFFECTIVE	<u>07-01-93</u>

- d. Start Up of Fair Rental System. To start up the fair rental system, each facility's bed values must be determined based on the age of the facility. The determination will include setting a value for the original construction of beds with adjustments for any additions, bed replacements, and renovations/improvements. For determination of bed values for use in determining the FY 1994 rate, the procedures described above for determining the values of original beds, additions, and replacements will be used.

However, for start-up purposes only, the cost of renovation or improving the facility will be calculated as having brought a portion of old beds up to new bed value in the year of renovation, not as bed replacement. To qualify as a renovation/improvement which affects the age of the facility, the cost of the renovation/improvement must be equal to or greater than \$25,908. Renovation/improvement costs must be documented through cost reports, depreciation schedules, construction

---

TN NO	<u>93-08</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>79-06</u>	DATE EFFECTIVE	<u>07-01-93</u>

receipts, or other means. Costs must have been capitalized in order to be considered a renovation or major improvement. It will also be assumed that the oldest beds were renovated. Renovations/improvements exclude vehicles. In facilities with distinct parts, purchases not solely related to the certified beds for the classification being considered will be allocated between the certified beds for the classification being considered and the other beds in the facility. The allocation will be based on the number of beds in the classification being considered to total facility beds at year end, except for nursing facility beds converted from an existing hospital. In facilities where nursing facility beds were converted from hospitals, the beds will be aged at the actual construction date of the hospital beds up to thirty years. Also in facilities where nursing facility beds were converted from hospitals, renovations/

---

TN NO	<u>93-08</u>	DATE RECEIVED	<u>04-11-95</u>
	SUPERSEDES	DATE APPROVED	<u>07-01-93</u>
TN NO	<u>79-06</u>	DATE EFFECTIVE	<u>07-01-93</u>

improvements will be allocated for each of the years considered in start-up as if the original number of converted beds were nursing facility beds in the year of construction. Non-Medicaid-certified beds other than hospital beds, ex. personal care beds, that exist in a facility will be aged at start-up using the same criteria as Medicaid-certified beds.

A weighted average age calculation will be made for these beds separate from the Medicaid-certified bed age calculation. For all facilities, the portion allocated to the classification being considered must be equal to or greater than the new bed value determined for the year of purchase in order to be considered as a renovation/improvement in accordance with other provisions of this plan. Assets purchased for use solely by the portion of the facility other than the classification being considered will not be considered.

In establishing the age of a facility for start-up, renovations/improvements are converted into new bed equivalents by dividing the renovation cost by the difference between the new bed value in the year of

---

TN NO	<u>93-08</u>	DATE RECEIVED	<u>          </u>
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>79-06</u>	DATE EFFECTIVE	<u>07-01-93</u>

the renovations and the residual value of beds immediately prior to the renovation. The residual value is established by depreciating the new bed value in the year of the renovation by one percent (1%) per year for each year between the date of the renovation and the date that beds were originally constructed.

The following is an example of these calculations for a facility with 120 beds originally constructed in 1973 that underwent a \$200,000 renovation in 1983.

Year of renovation	1983
Year of Original Construction	1973
Age of Beds Immediately Prior to Renovation	10 Years
1983 New Bed Value (from Table below)	\$22,294
1983 Residual Value of Original Beds: New Bed Value Depreciated at 1% Per Year for 10 Years (\$22,294 X .90)	\$20,065
Difference Between New Bed and Residual Value	\$2,229

---

TN NO	<u>93-08</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>79-06</u>	DATE EFFECTIVE	<u>07-01-93</u>

Cost of Renovation \$200,000  
 New Bed Equivalent (\$200,000 / \$2,229) 89.7  
 New Bed Equivalent - Rounded 90  
 The weighted average age for this facility would be calculated as follows:

Construction Year	Age 1/01/94	Beds	Age X Beds
1973 (initial beds remaining)	21	30	630
1983 (new bed equivalent)	11	<u>90</u>	<u>990</u>
Total		120	1,620

Weighted Average Age = 1,620 / 120 = 13.50 years

The renovations reduced the age of the facility by 7.5 years, from 21 to 13.50. Assuming a 1994 new bed value of \$26,750, depreciated at 1% per year for an age of 13.50 years, the facility's fair rental value would be \$23,139 per bed (\$26,750 X (100%-13.5%)), for a total facility value of \$2,776,680 (\$23,139 X 120) for fiscal year 1994.

The new bed value will be published each year in the Medicaid Bulletin. Following is the table of the RS Means Construction Cost Index for Jackson, MS as applied to the Mississippi fair rental system.

---

TN NO	<u>98-07</u>	DATE RECEIVED	
	SUPERSEDES	DATE APPROVED	<u>12/30/98</u>
TN NO	<u>93-08</u>	DATE EFFECTIVE	<u>07/10/98</u>

**NEW CONSTRUCTION VALUE PER BED FOR NURSING FACILITIES  
USING THE RS MEANS CONSTRUCTION COST INDEX FOR JACKSON, MS**

FOR CALENDAR YEAR	RS MEANS INDEX SCORE	NEW CONSTRUCTION VALUE PER BED
1963	36.00	\$5,225
1964	36.70	\$5,327
1965	37.40	\$5,428
1966	38.97	\$5,656
1967	40.53	\$5,883
1968	42.10	\$6,111
1969	44.70	\$6,488
1970	48.50	\$7,039
1971	53.30	\$7,736
1972	57.90	\$8,404
1973	62.30	\$9,042
1974	70.30	\$10,204
1975	86.00	\$12,482
1976	89.70	\$13,019
1977	96.50	\$14,006
1978	104.60	\$15,182
1979	112.60	\$16,343
1980	123.90	\$17,983
1981	134.80	\$19,565
1982	142.80	\$20,726
1983	153.60	\$22,294
1984	154.10	\$22,367
1985	156.40	\$22,700
1986	159.60	\$23,165
1987	162.80	\$23,629
1988	166.40	\$24,152
1989	169.20	\$24,558
1990	172.60	\$25,052
1991	175.50	\$25,473
1992	178.50	\$25,908
1993	181.20	\$26,300
1994	184.30E	\$26,750

3. The per bed value will be multiplied by the number of beds in the facility to estimate the facility's total current value.

---

TN NO <u>93-08</u>	DATE RECEIVED _____
SUPERSEDES	DATE APPROVED <u>04-11-95</u>
TN NO <u>87-13</u>	DATE EFFECTIVE <u>07-01-93</u>

4. A rental factor will be applied to the facility's total current value to estimate its annual fair rental value. The rental factor is determined by using the Treasury Securities Constant Maturities (10-year) as published in the Federal Reserve Statistical Release using the average for the second calendar year preceding the beginning of the rate period with an imposed lower limit of seven and one-half percent (7.5%) per annum and an imposed upper limit of ten percent (10%) per annum plus a risk premium. A risk premium in the amount of two percent (2%) will be added to the index value. The rental factor is multiplied by the facility's total value, as determined in 3. above, to determine the annual fair rental value.
5. The annual fair rental value will be divided by the facility's annualized total patient days during the cost report period used to set the rate to determine the fair rental per diem payment. Annualized total patient days will be adjusted to reflect any increase or decrease in the number of certified beds by applying to the increase or decrease the occupancy rate reported on the cost

---

TN NO	<u>2002-32</u>	DATE RECEIVED	<u>12-23-02</u>
	SUPERSEDES	DATE APPROVED	<u>02-14-03</u>
TN NO	<u>2002-19</u>	DATE EFFECTIVE	<u>01-01-03</u>

report used to set rates. Patient days for the cost report period will be adjusted, if necessary, to 80% occupancy.

6. Property taxes and property insurance will be annualized and divided by annualized total patient days from the cost report being used to set the rate to determine a per diem amount for these costs. Newly constructed facilities may submit documentation from the Tax Collector showing what taxes were paid for the rate period. These costs will be passed through as an addition to the fair rental per diem payment. Patient days will be adjusted to reflect changes in the number of certified beds and, if necessary, to 80% occupancy. Leased facilities with property taxes or insurance included in the rental payments must provide documentation of these expenses in order for them to be included in the property payment. Facilities which have an increase in their taxes by fifteen percent (15%) or more may submit a copy of their tax bill in order to have their rate adjusted.
7. The total of the fair rental per diem payment and the per diem property taxes and insurance is the per diem property payment.
8. The hold harmless provision for capital costs must be computed as described in Chapter 6 of this plan to determine the per diem hold harmless payment for each facility.

---

TN NO	<u>93-08</u>	DATE RECEIVED	
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>87-13</u>	DATE EFFECTIVE	<u>07-01-93</u>



**Property Insurance and  
Property Taxes**

Pass Through Based on Annualized  
Reported Costs / Annualized Total  
Patient Days

Example: Property Taxes \$0.65  
Prop. Insurance 0.60  
Total \$1.25

---

**Per Diem Property Payment**

Rental Payment + Taxes & Insurance

Example: Per Diem Property Payment =  
\$6.60 + \$1.25 = \$7.75

---

**Hold Harmless Per Diem  
(Facility Below the Ceiling)**

Example: Reported Per Diem Property  
Cost (Interest, Amortization, and  
Depreciation) = \$7.11  
Less: Fair rental per diem 6.60  
Hold Harmless Payment \$ .51

---

**Return on Non-Property  
Equity Per Diem**

\*Average Non-Property Equity x  
Rental Factor / Annualized Total  
Patient Days

Example: Avg. Non-Property Equity=  
\$156,500 x 9.5% (rental factor) /  
41,610 = \$.36

\* subject to limitation of two (2)  
months of reported allowable costs

G. Return on Equity Payment

The facility's average net working capital for the reporting period maintained for necessary and proper operation of patient care activities will be multiplied by the rental factor used in the property payment to determine the return on equity payment. The return on equity payment will be divided

---

TN NO 2004-001 DATE RECEIVED 3-9-04  
SUPERSEDES DATE APPROVED 05-17-04  
TN NO 93-08 DATE EFFECTIVE 02-01-04

by annualized patient days during the cost report period used to set the rate to calculate the per diem return on equity payment. The facility's net working capital will be limited to two (2) months of the facility's allowable costs, including property-related costs. In effect, net working capital is the net worth of the provider (owners' equity in the net assets as determined under the Medicaid program) **excluding** net property, plant, and equipment, and liabilities associated therewith, and those assets and liabilities which are not related to the provision of patient care. Providers that are members of chain operations must also include in their working capital a share of the equity capital of the home office.

The average of the net working capital computed for the beginning and ending of the reporting period will be used for purposes of determining the net working capital eligible for a return on investment. The following are examples of items not included in the computation for net working capital:

- a. Property, plant, and equipment, excluding vehicles;
- b. Debt related to property, plant, and equipment, excluding vehicles;
- c. Liabilities related to property, plant, and equipment, excluding vehicles, such as accrued property taxes, accrued interest, and accrued property insurance;

---

TN NO	<u>98-07</u>	DATE RECEIVED	<u>          </u>
	SUPERSEDES	DATE APPROVED	<u>12/30/98</u>
TN NO	<u>93-08</u>	DATE EFFECTIVE	<u>07/10/98</u>

- d. Notes and loans receivable from owners or related organizations;
- e. Goodwill;
- f. Unpaid capital surplus;
- g. Treasury Stock;
- h. Unrealized capital appreciation surplus;
- i. Cash surrender value of life insurance policies;
- j. Prepaid premiums on life insurance policies;
- k. Assets acquired in anticipation of expansion and not used in the provider's operations or in the maintenance of patient care activities during the rate period;
- l. Inter-company accounts;
- m. Funded depreciation;
- n. Cash investments that are long term (more than six months);
- o. Deferred tax liability attributed to non-allowable tax expense;
- p. Any other assets not directly related to or necessary for the provision of patient care;
- q. Net capitalized loan/financing costs;
- r. Resident fund accounts held on behalf of the resident which were included on the facility's balance sheet;
- S. Workmen's Compensation self insurance fund.

---

TN NO	<u>98-07</u>	DATE RECEIVED	_____
	SUPERSEDES	DATE APPROVED	<u>12/30/98</u>
TN NO	<u>93-08</u>	DATE EFFECTIVE	<u>07/10/98</u>

H. Total Base Rate

The annual base rate is the sum of the standard direct care per diem rate, the care related per diem rate, the administrative and operating per diem rate, the per diem property payment, the per diem hold harmless payment, and the per diem return on equity payment. The annual base rate for PNFSD's also includes the therapy per diem rate.

I. Calculation of the Rate for One Provider

In years when the rate is calculated for only one PNFSD, reimbursement will be based upon allowable reported costs of the facility. Reimbursement for direct care, therapies, care related, and administrative and operating costs will be made at cost plus the applicable trend factors. The property payment and the return on equity payment will be calculated for the facility as described in Sections 3-4 F and G.

3-5 Occupancy Allowance

The fixed per diem costs for administrative and operating costs and for property will be calculated using the greater of the facility's actual occupancy level or eighty percent (80%). This level is considered to be the minimum occupancy level for economic and efficient operation.

For facilities having less than eighty percent (80%) occupancy, the number of total patient days will be computed on an eighty percent (80%) factor instead of a lower actual percentage of occupancy. This will not apply to the computation of patient days used in computing the direct care and care related and therapy rates. For example: a facility with an occupancy level of seventy percent (70%) representing 20,000 actual patient days in a reporting period will have to adjust this figure to 22,857 patient days ((22,000 / 70%)

---

TN NO	<u>2004-001</u>	DATE RECEIVED	<u>03-09-04</u>
	SUPERSEDES	DATE APPROVED	<u>05-17-04</u>
TN NO	<u>93-08</u>	DATE EFFECTIVE	<u>02-01-04</u>

X 80%) to equal a minimum of eighty percent (80%) occupancy. Reserved bed days will be counted as an occupied bed for this computation. Facilities having an occupancy rate of less than eighty percent (80%) should complete Form 14 when submitting their cost report.

3-6 State Owned NF's

NF's that are owned by the State of Mississippi will be included in the rate setting process described above in order to calculate a prospective rate for each facility. However, state owned facilities will be paid based on 100% of allowable costs, subject to the Medicare upper limit. A state owned NF may request that the per diem rate be adjusted during the year based on changes in their costs. After the state owned NF's file their cost report, the per diem rate for each cost report period will be adjusted to the actual allowable cost for that period, subject to the Medicare upper limit.

3-7 Adjustments to the Rate for Changes in Law or Regulation

Adjustments may be made to the rate as necessary to comply with changes in state or federal law or regulation.

3-8 Upper Payment Limit

NF's may be reimbursed in accordance with the applicable regulations regarding the Medicaid upper payment limit. For each facility, the amount that Medicare would have paid for the previous year will be calculated and compared to what payments were actually made by Medicaid during that same time period. The calculation will be made as follows: MDS data is run for each facility to group total patient days into one of the forty-four RUGs. The total population is used, case mix adjusted, and the therapy portion is removed. An estimated amount that Medicare would have paid on average by facility is calculated by multiplying each adjusted RUG rate by the number of days for that RUG. The sum is then divided by the total days for the estimated average per diem by facility that Medicare would have paid. From this amount, the Medicaid average per diem for the time period is subtracted to determine the UPL balance as a per diem. The per diem is then multiplied by the Medicaid days for the period to calculate the available UPL balance amount for each facility. This calculation may then be used to make payment for the current year to nursing facilities eligible for such payments in accordance with applicable regulations regarding the Medicaid upper payment limit. Up to 100 percent of the difference between Medicaid payments and what Medicare would have paid may be paid to State government-owned or operated facilities, non-state government-owned or operated facilities, and privately owned and operated facilities, in accordance with applicable state and federal laws and regulations, including any provisions specified in appropriations by the Mississippi Legislature.

---

TN NO	<u>2001-27</u>	DATE RECEIVED	<u>Nov 21, 2001</u>
	SUPERSEDES	DATE APPROVED	<u>Jun 10, 2002</u>
TN NO	<u>2000-11</u>	DATE EFFECTIVE	<u>Apr 12, 2002</u>

CHAPTER 4  
RATE COMPUTATION - ICF-MR'S

4-1 Rate Computation - ICF-MR's - General Principles

It is the intent of the Division of Medicaid to reimburse Intermediate Care Facilities for the Mentally Retarded a rate that is adequate for an efficiently and economically operated facility. An efficiently and economically operated facility is defined as one with direct care costs, therapy costs, care related costs, and administrative and operating costs less than 110% of the median, property costs that do not require a payment of the hold harmless provision and an occupancy rate of 80% or more.

4-2 Computation of Rate for Intermediate Care Facilities for the Mentally Retarded

A per diem rate will be established annually, unless this plan requires a rate being calculated at another time, for the period July 1 through June 30 until June 30, 2000. The rates established for the period July 1, 1999 through June 30, 2000 will be trended forward to establish rates for the period July 1, 2000 through December 31, 2000 as described in the Computation of Per Diem Rate for Nursing Facilities section (Section 3-4) of this plan. Beginning January 1, 2001, the per diem rate year will be January 1 through December 31, unless this plan requires a rate being calculated at another time. Cost reports used to calculate the rate will be the cost report filed for the period ending in the second calendar year prior to the beginning of the next calendar rate year, unless this plan requires a short period cost report to be used to compute the facility rate. For example, the rates effective January 1, 2001 will be determined from cost reports filed for the cost report year ended in 1999 unless a

---

TN NO	<u>99-14</u>	DATE RECEIVED	<u>02/11/00</u>
	SUPERSEDES	DATE APPROVED	<u>05/08/00</u>
TN NO	<u>93-08</u>	DATE EFFECTIVE	<u>01/01/00</u>

short period cost report and rate calculation is required by other provisions of this plan. Costs used in the rate calculations may be adjusted by the amount of anticipated increase in costs or decrease in costs due to federal or state laws or federal regulations. A description of the calculation of the rate is as follows:

A. Direct Care, Therapies, Care Related, and Administrative and Operating Rate Determination

1. Determine the per diem cost for direct care costs, therapies, care related costs, and administrative and operating costs for each facility during the cost report period. This is done by adding the total allowable costs for these cost centers and dividing the result by the total patient days.
2. Trend each facility's per diem cost as determined in 1, above, to the middle of the rate year using the ICF-MR and PRTF Trend Factor. This is done by multiplying the ICF-MR and PRTF Trend Factor in order to trend costs forward from the mid-point of

---

TN NO	<u>99-14</u>	DATE RECEIVED	<u>02/11/00</u>
	SUPERSEDES	DATE APPROVED	<u>05/08/00</u>
TN NO	<u>93-08</u>	DATE EFFECTIVE	<u>01/01/00</u>

of the cost report period to the mid-point of the payment period.

3. Array the trended costs from the lowest cost to the highest cost.

4. Determine the ceiling for direct care costs, therapies, care related costs, and administrative and operating costs. The ceiling is based on 110% of the cost associated with the median patient day. The median is determined by accumulating the annualized total patient days for each facility in the array described in 3, above. The trended cost that is associated with the mid-point of the total patient days is determined by multiplying the total patient days by fifty percent (50%) and interpolating to determine the median cost. The cost at the median is multiplied by 110% to determine the ceiling.

5. Determine the per diem rate for each facility for direct care costs, therapies, care related costs and administrative and operating costs. If the facility's cost is above the ceiling, its rate is the ceiling. If the facility falls below the

---

TN NO	<u>93-08</u>	DATE RECEIVED	
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>91-12</u>	DATE EFFECTIVE	<u>07-01-93</u>

ceiling, then its rate is its trended cost plus fifty percent (50%) of the difference between the trended cost or the median, whichever is greater, and the ceiling.

B. Property Payment. A per diem payment will be made for property costs based on a fair rental system. The amount of the payment is determined as follows:

1. A new facility constructed on January 1, 1992 is assumed to have a per bed value of \$31,090, which is the per bed value of a nursing facility multiplied by one hundred twenty percent (120%). The value of new construction of a nursing facility bed will be indexed each year using the RS Means Construction Cost Index. The indexed value of new construction of a nursing facility bed will be multiplied by one hundred twenty percent (120%). The new bed value will be indexed each year to January 1 of the payment year. The cost index for the payment year will be estimated by using a five-year moving average of the most recent cost indices for Jackson, MS.

---

TN NO	<u>99-14</u>	DATE RECEIVED	<u>02/11/00</u>
	SUPERSEDES	DATE APPROVED	<u>05/08/00</u>
TN NO	<u>93-08</u>	DATE EFFECTIVE	<u>01/01/00</u>

2. Existing facilities, one year or older, will be valued at the new construction bed value less depreciation of 1% per year according to the age of the facility. Facilities will not be depreciated to an amount less than 30% of the new construction bed value. Facilities which were constructed in one year and then added additional beds in later years will be valued based upon the original construction date for the original beds and the added beds will be valued based upon their construction date.
3. The per bed value will be multiplied by the number of beds in the facility to estimate the facility's total current value.
4. A rental factor will be applied to the facility's total current value to estimate its annual fair rental value. The rental factor is determined by using the Treasury Securities Constant Maturities (10-year) as published in the Federal Reserve Statistical Release using the average for the second calendar year preceding the beginning of the rate period with an imposed lower limit of seven and one-half percent (7.5%) per annum and an imposed upper limit of ten percent (10%) per annum plus a risk premium. A risk premium in the amount of two percent (2%) will be added to the index value. The rental factor is multiplied by the facility's total value, as determined in 3, above, to determine the annual fair rental value.

---

TN NO	<u>2002-32</u>	DATE RECEIVED	<u>12-23-02</u>
	SUPERSEDES	DATE APPROVED	<u>02-14-03</u>
TN NO	<u>2002-19</u>	DATE EFFECTIVE	<u>01-01-03</u>

5. The annual fair rental value will be divided by the facility's annualized total patient days during the cost report period to determine the fair rental per diem payment. Annualized total patient days will be adjusted to reflect changes in the number of certified beds by applying to the increase or decrease the occupancy rate reported on the cost report used to set rates. Patient days will be adjusted, if necessary, to 80% occupancy.
6. Property taxes and property insurance will be annualized and divided by annualized total patient days to determine a per diem amount for these costs and will be passed through as an addition to the fair rental per diem payment. Patient days will be adjusted to reflect changes in the number of certified beds and, if necessary, to 80% occupancy.
7. The total of the fair rental per diem payment and the per diem property taxes and insurance is the per diem property payment.
8. The hold harmless provision for capital costs must be computed as described in Chapter 6 of this plan to determine the per diem hold harmless payment for each facility.

---

TN NO	<u>93-08</u>	DATE RECEIVED	
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>90-19</u>	DATE EFFECTIVE	<u>07-01-93</u>

C. Return on Equity Payment

The facility's average net working capital for the reporting period maintained for necessary and proper operation of patient care activities will be multiplied by the rental factor used in the property payment to determine the return on equity payment. The return on equity payment will be divided by annualized patient days for the cost report period used to set the rate to calculate the per diem return on equity payment.

The facility's net working capital will be limited to two (2) months of the facility's allowable costs, including property-related costs. In effect, net working capital is the net worth of the provider (owners' equity in the net assets as determined under the Medicaid program) **excluding** net property, plant, and equipment, and liabilities associated therewith, and those assets and liabilities

---

TN NO	<u>94-08</u>	DATE RECEIVED	<u>09-30-94</u>
	SUPERSEDES	DATE APPROVED	<u>04-16-96</u>
TN NO	<u>93-08</u>	DATE EFFECTIVE	<u>07-01-94</u>

which are not related to the provision of patient care. Providers that are members of chain operations must also include in their working capital a share of the equity capital of the home office.

The average of the net working capital computed for the beginning and ending of the reporting period will be used for purposes of determining the net working capital eligible for a return on investment. The following are examples of items not included in the computation for net working capital:

- a. Property, plant, and equipment, excluding vehicles;
- b. Debt related to property, plant, and equipment, excluding vehicles;
- c. Liabilities related to property, plant, and equipment, excluding vehicles, such as accrued property taxes, accrued interest, and accrued property insurance;
- d. Notes and loans receivable from owners or related organizations;
- e. Goodwill;
- f. Unpaid capital surplus;
- g. Treasury Stock;

---

TN NO	<u>98-07</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>12/30/98</u>
TN NO	<u>93-08</u>	DATE EFFECTIVE	<u>07/10/98</u>

- h. Unrealized capital appreciation surplus;
- i. Cash surrender value of life insurance policies;
- j. Prepaid premiums on life insurance policies;
- k. Assets acquired in anticipation of expansion and not used in the provider's operations or in the maintenance of patient care activities during the rate period;
- l. Inter-company accounts;
- m. Funded depreciation;
- n. Cash investments that are long term (six months or longer);
- o. Deferred tax liability attributed to non-allowable tax expense;
- p. Any other assets not directly related to or necessary for the provision of patient care;
- q. Net capitalized loan/financing costs;
- r. Resident fund accounts held on behalf of the resident which were included on the facility's balance sheet;
- s. Workmen's Compensation self insurance fund.

D. Total Rate

The annual rate is the sum of the per diem rate for direct care costs, therapies, care related costs and

---

TN NO	<u>98-07</u>	DATE RECEIVED	
	SUPERSEDES	DATE APPROVED	<u>12/30/98</u>
TN NO	<u>93-08</u>	DATE EFFECTIVE	<u>07/10/98</u>

administrative and operating costs, the per diem property payment, the per diem hold harmless payment, and the per diem return on equity payment.

E. State Owned ICF-MR's

ICF-MR's that are owned by the State of Mississippi will be included in the rate setting process described above in order to calculate a prospective rate for each facility. However, state owned facilities will be paid based on 100% of allowable costs. A state owned ICF-MR may request that the per diem rate be adjusted during the year based on changes in their costs. After the state owned ICF-MR's file their cost report, the per diem rate for each cost report period will be adjusted to the actual allowable cost for that period.

---

TN NO <u>2002-20</u>	DATE RECEIVED <u>09-06-02</u>
SUPERSEDES	DATE APPROVED <u>11-08-02</u>
TN NO <u>93-08</u>	DATE EFFECTIVE <u>08-01-02</u>

CHAPTER 5

RATE COMPUTATION - PSYCHIATRIC RESIDENTIAL TREATMENT FACILITIES

5-1 Rate Computation - Psychiatric Residential Treatment Facilities (PRTF's) - General Principles

It is the intent of the Division of Medicaid to reimburse Psychiatric Residential Treatment Facilities (PRTF's) a rate that is adequate for an efficiently and economically operated facility.

An efficiently and economically operated facility is defined as one with direct care costs, therapy costs, care related costs, and administrative and operating costs less than 105% of the median, property costs that do not require a payment of the hold harmless provision and an occupancy rate of 80% or more.

5-2 Rate Computation for PRTF's

A per diem rate will be established annually, unless this plan requires a rate being calculated at another time, for the period July 1 through June 30 until June 30, 2000. The rates established for the period July 1, 1999 through June 30, 2000 will be trended forward to establish rates for the period July 1, 2000 through December 31, 2000 as described in the Computation of Per Diem Rate for Nursing Facilities section (Section 3-4) of this plan. Beginning January 1, 2001, the per diem rate year will be January 1 through December 31, unless this plan requires a rate being calculated at another time. Cost reports used to calculate the rate will be the cost report filed for the period ending in the second calendar year prior to the beginning of the next calendar rate year, unless this plan requires a short period cost report to be used to compute

---

TN NO	<u>99-14</u>	DATE RECEIVED	<u>02/11/00</u>
	SUPERSEDES	DATE APPROVED	<u>05/08/00</u>
TN NO	<u>94-18</u>	DATE EFFECTIVE	<u>01/01/00</u>

the facility rate. For example, the rates effective January 1, 2001 will be determined from cost reports filed for the cost report year ended in 1999 unless a short period cost report and rate calculation is required by other provisions of this plan. Costs used in the rate calculations may be adjusted by the amount of anticipated increase in costs or decrease in costs due to federal or state laws or federal regulations.

A description of the calculation of the rate is as follows:

A. Direct Care, Therapies, Care Related, and Administrative and Operating Rate Determination

1. Determine the per diem cost for direct care costs, therapies, care related costs, and administrative and operating costs for each facility during the cost report period. This is done by adding the total allowable costs for these cost centers and dividing the result by the total patient days.
2. Trend each facility's per diem cost as determined in 1, above, to the middle of the rate year using the ICF-MR and PRTF Trend Factor. This is done by multiplying the ICF-MR and PRTF Trend Factor in order to trend costs forward from the mid-point of the cost report period to the mid-point of the payment period.

---

TN NO	<u>99-14</u>	DATE RECEIVED	<u>02/11/00</u>
	SUPERSEDES	DATE APPROVED	<u>05/08/00</u>
TN NO	<u>94-18</u>	DATE EFFECTIVE	<u>01/01/00</u>

3. Array the trended costs from the lowest cost to the highest cost.
4. Determine the ceiling for direct care costs, therapies, care related costs, and administrative and operating costs. The ceiling is based on 105% of the cost associated with the median patient day. The median is determined by accumulating the annualized total patient days for each facility in the array described in 3, above. The trended cost that is associated with the mid-point of the total patient days is determined by multiplying the total patient days by fifty percent (50%) and interpolating to determine the median cost. The cost at the median is multiplied by 105% to determine the ceiling.
5. Determine the per diem rate for each facility for direct care costs, therapies, care related costs and administrative and operating costs. If the facility's cost is above the ceiling, its rate is the ceiling. If the facility falls below the

---

TN NO	<u>94-18</u>	DATE RECEIVED	
	SUPERSEDES	DATE APPROVED	<u>02-10-95</u>
TN NO	<u>93-08</u>	DATE EFFECTIVE	<u>10-01-94</u>

ceiling, then its rate is its trended cost plus fifty percent (50%) of the difference between the trended cost or the median, whichever is greater, and the ceiling.

B. Property Payment. A per diem payment will be made for property costs based on a fair rental system. The amount of the payment is determined as follows:

1. A new facility constructed on January 1, 1992 is assumed to have a per bed value of \$31,090, which is the per bed value of a nursing facility multiplied by one hundred twenty percent (120%). The value of new construction of a nursing facility bed will be indexed each year using the RS Means Construction Cost Index. The indexed value of new construction of a nursing facility bed will be multiplied by one hundred twenty percent (120%). The new bed value will be indexed each year to January 1 of the payment year using an estimated cost index calculated using a five-year moving average of the most recent cost indices for Jackson, Mississippi.

---

TN NO	<u>99-14</u>	DATE RECEIVED	<u>02/11/00</u>
	SUPERSEDES	DATE APPROVED	<u>05/08/00</u>
TN NO	<u>93-08</u>	DATE EFFECTIVE	<u>01/01/00</u>

2. Existing facilities, one year or older, will be valued at the new construction bed value less depreciation of 1% per year according to the age of the facility. Facilities will not be depreciated to an amount less than 30% of the new construction bed value. Facilities which were constructed in one year and then added additional beds in later years will be valued based upon the original construction date for the original beds and the added beds will be valued based upon their construction date.
3. The per bed value will be multiplied by the number of beds in the facility to estimate the facility's total current value.
4. A rental factor will be applied to the facility's total current value to estimate its annual fair rental value. The rental factor is determined by using the Treasury Securities Constant Maturities (10-year) as published in the Federal Reserve Statistical Release using the average for the second calendar year preceding the beginning of the rate period with an imposed lower limit of seven and one-half percent (7.5%)

---

TN NO	<u>2002-32</u>	DATE RECEIVED	<u>12-23-02</u>
	SUPERSEDES	DATE APPROVED	<u>02-14-03</u>
TN NO	<u>2002-19</u>	DATE EFFECTIVE	<u>01-01-03</u>

per annum and an imposed upper limit of ten percent (10%) per annum plus a risk premium. A risk premium in the amount of 2% will be added to the index value. The rental factor is multiplied by the facility's total value as determined in 3, above, to determine the annual fair rental value.

5. The annual fair rental value will be divided by the facility's annualized total patient days during the cost report period to determine the fair rental per diem payment. Annualized total patient days will be adjusted to reflect changes in the number of certified beds by applying to the increase or decrease the occupancy rate reported on the cost report used to set rates. Patient days will be adjusted, if necessary, to 80% occupancy.
6. Property taxes and property insurance will be annualized and divided by annualized total patient days to determine a per diem amount for these costs. These costs will be passed through as an addition to the fair rental per diem payment. Patient days will be adjusted to reflect changes in the number of certified beds and, if necessary, to 80% occupancy.

---

TN NO	<u>93-08</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>New</u>	DATE EFFECTIVE	<u>07-01-93</u>

7. The total of the fair rental per diem payment and the per diem property taxes and insurance is the per diem property payment.
8. The hold harmless provision for capital costs must be computed as described in Chapter 6 of this plan to determine the per diem hold harmless payment for each facility.

C. Return on Equity Payment

The facility's average net working capital for the reporting period maintained for necessary and proper operation of patient care activities will be multiplied by the rental factor used in the property payment to determine the return on equity payment. The return on equity payment will be divided by annualized patient days for the cost report period used to set the rate to calculate the per diem return on equity payment. The facility's net working capital will be limited to two (2) months of the facility's allowable costs, including property-related costs. In effect, net working capital is the net worth of the provider (owners' equity in the net assets as determined under the Medicaid program) **excluding** net property, plant, and equipment, and liabilities associated therewith,

---

TN NO	<u>93-08</u>	DATE RECEIVED	<u>04-11-95</u>
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>New</u>	DATE EFFECTIVE	<u>07-01-93</u>

and those assets and liabilities which are not related to the provision of patient care. Providers that are members of chain operations must also include in their working capital a share of the equity capital of the home office.

The average of the net working capital computed for the beginning and ending of the reporting period will be used for purposes of determining the net working capital eligible for a return on investment. The following are examples of items not included in the computation for net working capital:

- a. Property, plant, and equipment, excluding vehicles;
- b. Debt related to property, plant, and equipment, excluding vehicles;
- c. Liabilities related to property, plant, and equipment, excluding vehicles, such as accrued property taxes, accrued interest, and accrued property insurance;
- d. Notes and loans receivable from owners or related organizations;
- e. Goodwill;
- f. Unpaid capital surplus;
- g. Treasury Stock;
- h. Unrealized capital appreciation surplus;

---

TN NO	<u>98-07</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>12/30/98</u>
TN NO	<u>93-07</u>	DATE EFFECTIVE	<u>07/10/98</u>

- i. Cash surrender value of life insurance policies;
- j. Prepaid premiums on life insurance policies;
- k. Assets acquired in anticipation of expansion and not used in the provider's operations or in the maintenance of patient care activities during the rate period;
- l. Inter-company accounts;
- m. Funded depreciation;
- n. Cash investments that are long term (six months or longer);
- o. Deferred tax liability attributed to non-allowable tax expense;
- p. Any other assets not directly related to or necessary for the provision of patient care;
- q. Net capitalized loan/financing costs;
- r. Resident fund accounts held on behalf of the resident which were included on the facility's balance sheet;
- s. Workmen's Compensation self insurance fund.

---

TN NO	<u>98-07</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>12/30/98</u>
TN NO	<u>93-08</u>	DATE EFFECTIVE	<u>07/10/98</u>

D. Total Rate

The annual rate is the sum of the per diem rate for direct care costs, therapies, care related costs and administrative and operating costs, the per diem property payment, the per diem hold harmless payment, and the per diem return on equity payment.

E. Calculation of the Rate For One Provider

In years when the rate is calculated for only one facility, reimbursement will be based upon allowable reported costs of the facility. Reimbursement for direct care, therapies, care related, and administrative and operating costs will be made at cost plus the applicable trend factor. The property payment and the return on equity payment will be calculated for the facility as described in Sections 5-2 B. and C. The one provider will be subject to the hold harmless provisions of Chapter 6.

---

TN NO	<u>2002-20</u>	DATE RECEIVED	<u>09-06-02</u>
	SUPERSEDES	DATE APPROVED	<u>11-08-02</u>
TN NO	<u>93-08</u>	DATE EFFECTIVE	<u>08-01-02</u>

CHAPTER 6

HOLD HARMLESS FOR CAPITAL COSTS

6-1 Computation of Hold Harmless for Capital Costs

A computation will be made to determine if a facility is eligible for the hold harmless provision for capital costs in the initial rate period of this plan (FY 1994). For each rate period after FY 1994, the facility must have been eligible for the hold harmless provision in the prior rate period for this provision to apply in the current rate period. The computations will be made as follows:

1. Compute the facility's fair rental per diem payment related to property, plant, and equipment; as described in Section 3-4, E,5. This computation will exclude the pass through costs of property taxes and property insurance.
2. Compute the amount of allowable capital costs per day, excluding the pass through costs of property taxes and property insurance. Allowable capital costs include amortization expense-capital; interest expense-capital; and depreciation and rent on buildings, furniture, and equipment from the cost report.

---

TN NO	<u>93-08</u>	DATE RECEIVED	<u>          </u>
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>New</u>	DATE EFFECTIVE	<u>07-01-93</u>

3. When the amount computed in 2, above, exceeds the amount computed in 1, above, a facility will be considered for the hold harmless provision.
4. Determine if the facility's total allowable costs per day exceed or fall below the maximum rate for their classification as computed under the Medicaid State Plan in effect on June 30, 1993, hereafter referred to as the "old plan", except excluding the use of the trend factor.
5. Facilities with total allowable costs per day below the maximum rate for their classification, as computed in #4 above, will receive a hold harmless amount equal to the amount by which allowable capital costs per day (#2.) exceed the fair rental per diem payment related to property, plant, and equipment (#1.).
6. Facilities whose total allowable costs per day exceed the maximum rate for their classification, as computed in #4 above, will be subject to imposed limitations. These facilities will be subject to a hold harmless payment limit of up to \$2.00 per patient day. Furthermore, allowable capital costs per day (as computed in #2 above) will be reduced by the pro-rata share of allowable capital per diem costs to total allowable per diem costs for purposes of comparing costs to the fair rental per

---

TN NO	<u>93-08</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>New</u>	DATE EFFECTIVE	<u>07-01-93</u>

diem payment related to property, plant, and equipment.

For example:

This example is based on information reported on the facility's calendar year 1992 cost report and computes the hold harmless provision for the facility for the rate period beginning July 1, 1993 and ending June 30, 1994 (FY 1994).

ABC Nursing Facility's computed fair rental per diem payment related to property, plant, and equipment is \$7.50. The amount of allowable capital costs per day excluding the pass through costs of property taxes and property insurance is \$10.25. The allowable capital costs of \$10.25 exceed the computed fair rental per diem payment of \$7.50; therefore, the facility is eligible for the hold harmless provision. The maximum rate for their classification as computed under the old plan, excluding the use of the trend factor for FY 1994 is \$59.50.

---

TN NO	<u>93-08</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>New</u>	DATE EFFECTIVE	<u>07-01-93</u>

1st Scenario:

ABC Nursing Facility's total allowable costs per day are \$54.50. Thus, ABC Nursing Facility's allowable costs per day fall below the maximum rate for their classification by \$5.00. The facility will be eligible to receive a hold harmless per diem amount equal to the difference between the allowable capital costs of \$10.25 and the computed per diem rental payment of \$7.50 or \$2.75 per day in FY 1994. Therefore, ABC Nursing Facility will receive \$2.75 per day for the hold harmless provision under this scenario.

2nd Scenario:

ABC Nursing Facility's total allowable costs per day are \$63.50. Thus, ABC Nursing Facility's allowable costs per day exceed the maximum rate for their classification by \$4.00. The facility will be subject to the hold harmless provision limitations as follows:

The allowable capital costs per day of \$10.25 must be reduced by the pro-rata share of the amount which exceeds the maximum rate. The pro-rata share is determined by

---

TN NO	<u>93-08</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>New</u>	DATE EFFECTIVE	<u>07-01-93</u>

dividing capital costs of \$10.25 by total costs of \$63.50. The pro-rata share of the excess costs over the maximum rate for ABC Nursing Facility is 16.14% of the excess of \$4.00 or \$0.65. Subtracting \$0.65 from \$10.25 results in the difference of \$9.60 which is the allowable capital costs to be compared to the fair rental per diem payment related to property, plant, and equipment of \$7.50. ABC Nursing Facility is eligible for hold harmless in the amount of \$2.10 per day. The eligible amount is limited to the maximum of \$2.00. Therefore, ABC Nursing Facility will receive \$2.00 per day for the hold harmless provision under this scenario.

The ABC Nursing Facility, in subsequent rate periods, will apply the hold harmless dollar amount computed for FY 1994, unless the difference between actual costs and the fair rental per diem payment is less than the amount computed for FY 1994. The hold harmless provision in future years will be the lesser of the difference between actual costs and the fair rental per diem payment or the amount computed for FY 1994.

---

TN NO	<u>93-08</u>	DATE RECEIVED	
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>New</u>	DATE EFFECTIVE	<u>07-01-93</u>

6-2 Documentation Required for Hold Harmless Eligibility

In order to be eligible for the hold harmless provision, a facility must submit with each cost report documentation that describes why the facility is unable to lower their property costs. This may include a copy of the facility's mortgage that disallows early payments, bonds that can not be refinanced, leases, etc. Failure to submit documentation will disqualify a facility from eligibility for the hold harmless provision.

6-3 Disqualification From Hold Harmless Provision

The list of occurrences by the provider listed below will also disqualify a facility from being eligible for the hold harmless provision for capital costs.

- A. A change of ownership that occurs on or after July 1, 1993. Transactions that were binding prior to passage of enabling legislation for this plan that were not closed until after July 1, 1993 will not result in disqualification from eligibility for the hold harmless provision for capital costs.
- B. Refinancing the mortgage(s) on the facility, except for refinancing 100% of the balloon principal payment due.

---

TN NO	<u>93-08</u>	DATE RECEIVED	
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>New</u>	DATE EFFECTIVE	<u>07-01-93</u>

- C. Negotiation of a new lease on or after passage of enabling legislation for this plan.
- D. The per diem rental payment exceeds the actual per diem capital costs.

Once a facility does not qualify for the hold harmless provision for capital, it has lost all future eligibility for the provision.

---

TN NO	<u>93-08</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>New</u>	DATE EFFECTIVE	<u>07-01-93</u>

**CHAPTER 7****TREND FACTORS**7-1 Trend Factor - General Principles

The trend factor is a statistical measure of the change in the costs of goods and services purchased by long term care facilities during the course of one year. The intent of the trend factor is to provide the Division of Medicaid with insight into the amount and nature of change of health care costs experienced by long term care providers.

7-2 Trend Factor Computation

A trend factor will be computed each year for long term care facilities and will be used in the calculation of the base rates effective for the rate year, January 1 through December 31. A separate trend factor will be calculated for direct care costs and care related costs and for administrative and operating costs. These trend factors will be computed as described below.

A. Cost Reports Used in the Calculation of the Trend Factors

Cost reports used in the computation of the trend factors are as described below.

---

TN NO	<u>99-14</u>	DATE RECEIVED	<u>02/11/00</u>
	SUPERSEDES	DATE APPROVED	<u>05/08/00</u>
TN NO	<u>93-08</u>	DATE EFFECTIVE	<u>01/01/00</u>

1. Facilities which have at least eighty percent (80%) occupancy.
2. Facilities which are in operation a full twelve (12) months. Facilities which have undergone a change of ownership will be used if the facility was open at least twelve (12) months under both the buyer's and seller's periods of operations combined. The costs from all cost reports in the standard reporting year will be used in the computation.
3. Nursing facilities which either certify additional beds or decertify beds that results in a change in classification (either Small Nursing Facility to Large Nursing Facility or vice versa) as long as the facility was in operation at least twelve (12) months under both classifications combined. The costs from all cost reports in the standard reporting year will be used in the computation.
4. Facilities which use the cost report line(s) for allocated costs will not be used.

B. Computation of the Trend Factors

The following steps will be taken to compute the trend factors for direct care costs, therapies, care related costs and administrative and operating costs.

---

TN NO	<u>95-08</u>	DATE RECEIVED	<u>07-13-95</u>
	SUPERSEDES	DATE APPROVED	<u>10-11-95</u>
TN NO	<u>93-08</u>	DATE EFFECTIVE	<u>07-01-95</u>

1. Separate the costs into the following cost categories as defined in the cost report form:
  - a. Direct Care Expenses (Form 6, Section 1)
  - b. Therapies (Form 6, Section 2)
  - c. Care Related Expenses (Form 6, Section 3)
  - d. Administrative and Operating Costs (Form 6, Section 4)
2. Determine the relative weight of each of the line items in each category. A trend factor will not be developed for property costs because the value of each nursing facility bed will be indexed using the RS Means Construction Index for use in the fair rental reimbursement computation.
3. Obtain the market basket of economic indicators. An example of this market basket follows Section 7-4 of this plan.
4. The economic indicators for each line item of cost will be multiplied by the relative weight of the Form 6 line items in order to determine the trend factor for each line item. An example of the computation of the trend factors, using weighted

---

TN NO	<u>95-08</u>	DATE RECEIVED	<u>07-13-95</u>
	SUPERSEDES	DATE APPROVED	<u>10-11-95</u>
TN NO	<u>93-08</u>	DATE EFFECTIVE	<u>07-01-95</u>

averages, follows Section 7-4 and the market basket example of this plan.

5. Add the line item trend factors determined in (4) above for each cost category. The result will be the trend factor for each of the cost categories.
6. The forecasted trend factor for each of the cost centers may be adjusted due to the following:
  - a. Known increases or decreases in costs due to federal or state laws or regulations, or
  - b. Other factors that can be reasonably forecasted to have a material effect on costs in the prospective year.

### 7-3 Trend Factors - Nursing Facilities

Trend factors will be used in computing the base rates for nursing facilities. A direct care and care related costs trend factor will be determined by combining the trend factors determined for each of these cost centers in Section 7-2, above. The total Direct Care and Care Related Trend Factor will be computed by weighting the total allowable costs in each of the cost centers to the total in the two (2) cost centers. The percent of each to the total costs will be multiplied by trend factors for the individual trend factors determined in Section 7-2, above.

---

TN NO	<u>2004-001</u>	DATE RECEIVED	<u>03-09-04</u>
	SUPERSEDES	DATE APPROVED	<u>05-17-04</u>
TN NO	<u>93-08</u>	DATE EFFECTIVE	<u>02-01-04</u>

**NURSING FACILITY TREND FACTORS - FY 1994**

<u>COST CENTER</u>	<u>ALLOWABLE COSTS</u>	<u>TREND FACTOR</u>	<u>% OF TOTAL COSTS</u>	<u>ADJUSTED TREND FACTOR</u>
Direct Care	\$151,656,411	5.24%	71.81%	3.76%
Care Related	<u>59,525,200</u>	3.83%	<u>28.19%</u>	<u>1.08%</u>
DC/CR Trend Factor	<u>\$211,181,611</u>		<u>100.00%</u>	<u>4.84%</u>
Administrative and Operating Trend Factor	<u>\$124,266,829</u>	<u>4.21%</u>	<u>100.00%</u>	<u>4.21%</u>

For example: The trend factor for direct care costs was determined to be 3.76% and the trend factor for care related costs 1.08% in the example of the trend factor computation following Section 7-4 as computed in accordance with Section 7-2, above. The total allowable costs for these cost centers was \$151,656,411 for direct care costs and \$59,525,200 for care related costs for a total of \$211,181,611. Direct care costs made up 71.81% and care related costs amounted to 28.19% of the total for these two cost centers. Accordingly, the trend factor for direct care costs were multiplied by 71.81% and the trend factor for care related costs were multiplied by 28.19% in order to compute the Direct Care and Care Related Costs Trend Factor. The result in the example is (5.24% X

---

TN NO	<u>93-08</u>	DATE RECEIVED	<u>04-11-95</u>
	SUPERSEDES	DATE APPROVED	<u>07-01-93</u>
TN NO	<u>New</u>	DATE EFFECTIVE	<u>07-01-93</u>

71.81%) + (3.83% X 28.19%) = 4.84% direct care and care related trend factor. The administrative and operating trend factor in the example is 4.21%.

7-4 Trend Factor - PRTF's and ICF-MR's

One (1) trend factor will be used in computing the rates for PRTF's and ICF-MR's. A trend factor will be determined by combining the trend factors determined for each of these cost centers in Section 7-2, above.

The PRTF and ICF-MR trend factor will be computed by weighting the total allowable costs in each of the cost centers to the total in the four (4) cost centers. The percent of each to the total costs will be multiplied by trend factors for the individual trend factors determined in Section 7-2, above. For example:

<u>Cost Center</u>	<u>Allowable Costs</u>	<u>Trend Factor</u>	<u>% of Total Costs</u>	<u>Adjusted Trend Factor</u>
Direct Care	\$151,656,411	5.24%	44.75%	2.34%
Therapies	3,483,412	5.16%	1.03%	0.05%
Care Related	59,525,200	3.83%	17.56%	0.67%
Admin./Oper.	<u>124,266,829</u>	4.21%	<u>36.66%</u>	<u>1.54%</u>
Total	\$383,931,852		100.00%	<b>4.60%</b>

In this example the PRTF and ICF-MR Trend Factor would be 4.60%.

---

TN NO	<u>99-14</u>	DATE RECEIVED	<u>02/11/00</u>
	SUPERSEDES	DATE APPROVED	<u>05/08/00</u>
TN NO	<u>93-08</u>	DATE EFFECTIVE	<u>01/01/00</u>

Reimbursable cost components	Proxy indicator	1988	1989	1990	1991	1992	88-89	89-90	90-91	91-92	88-92
Salaries, fr benefits: owner/admin.	To be determined by Medicaid Div										
Other salaries & wages	Change, avg. weekly wage, SNF	113.9	117.6	119.4	123.4	129.8	3.2%	1.5%	3.4%	5.2%	14.0%
Fringe benefits	Change in employees' FICA rate compounded by salary rate change	124.9	129.0	133.4	138.4	145.6	3.3%	3.4%	3.7%	5.2%	16.6%
Unemployment Taxes	Change, weighted avg of unemployment tax rates compounded paid by health service employers compounded by changes in the tax rate base	26.3	NA	NA	NA	NA	NA	NA	NA	NA	NA
Pension Plan	Change in employees' rate, MPERS, compounded by salary rate changes	120.7	124.7	126.6	131.3	138.1	3.3%	1.5%	3.7%	5.2%	14.4%
Workers' compensation	Change in assigned rate for nh industry compounded with salary rate changes	111.8	115.5	119.4	123.8	129.8	3.3%	3.4%	3.7%	4.8%	16.1%
Group Health Insurance	CPI Medical Care	139.0	149.3	162.8	177.0	190.1	7.4%	9.0%	8.7%	7.4%	36.8%
Uniforms	CPI Apparel commodities	113.4	116.7	122.0	126.4	129.4	2.9%	4.5%	3.6%	2.4%	14.1%
Fringe benefits	CPI All items less food & energy	121.9	129.0	135.5	139.6	144.7	5.8%	5.0%	3.0%	3.7%	18.7%
Food Cost	CPI Food & beverages	117.9	124.9	132.9	136.5	138.3	5.9%	6.4%	2.7%	1.3%	17.3%
Semivariable costs: bldg occupancy											
Repair & maint of bldings	CPI Housing maint & repair	114.0	118.0	122.2	127.8	129.9	3.5%	3.6%	4.6%	1.6%	13.9%
Other occupancy costs: repairs, furniture maint., fixtures, equip	CPI Housekeeping services	115.0	117.3	120.1	129.0	133.7	2.0%	2.4%	7.4%	3.6%	16.3%
Other	CPI All items less food & energy	121.9	129.0	135.5	139.6	144.7	5.8%	5.0%	3.0%	3.7%	18.7%
Property & liability insurance	CPI Housing, financing, taxes, insurance	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
Property taxes	CPI Property Taxes	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
Other variable costs:											
Medical supplies	CPI Medical care commodities	139.0	150.8	163.4	176.8	188.1	8.5%	8.4%	8.2%	6.4%	35.3%
Linens	CPI Textile house furnishings	115.0	115.6	117.5	119.8	121.4	0.5%	1.6%	2.0%	1.3%	5.6%
Housekeeping/dietary supplies	CPI Housekeeping supplies	115.1	120.9	125.2	129.4	130.2	5.0%	3.6%	3.4%	0.6%	13.1%
Utilities	CPI Fuel & other utilities	104.1	107.8	111.6	114.9	117.5	3.6%	3.5%	3.0%	2.3%	12.9%
Legal, accounting, consultants, etc.	CPI Personal and educational services	147.7	158.3	170.4	182.2	194.9	7.2%	7.6%	6.9%	7.0%	32.0%
All other variable costs	CPI All items less food & energy	121.9	129.0	135.5	139.6	144.7	5.8%	5.0%	3.0%	3.7%	18.7%

TN NO 93-08 DATE RECEIVED \_\_\_\_\_  
 SUPERSEDES DATE APPROVED 04-11-95  
 TN NO New DATE EFFECTIVE 07-01-93

COST CENTER	INE ITEM COST	PERCENTAGE OF COST CENTER	TREND FACTOR	WEIGHTED TREND FACTOR
<b>Direct Care Costs</b>				
Line 1-01 Salaries-Aid	\$68,546,653	45.20%	5.20%	2.35%
Line 1-02 Salaries-LPN's	\$36,384,834	23.99%	5.20%	1.25%
Line 1-03 Salaries-RN's	\$13,398,945	8.84%	5.20%	0.46%
Line 1-04 FICA Taxes-Direct Care	\$9,023,749	5.95%	5.20%	0.31%
Line 1-05 Group Health-Direct Care	\$5,047,034	3.33%	7.40%	0.25%
Line 1-06 Pension Plan-Direct Care	\$2,180,362	1.44%	5.20%	0.07%
Line 1-07 Unemployment Taxes-Direct Care	\$975,645	0.64%	3.70%	0.02%
Line 1-08 Uniforms-Direct Care	\$241,651	0.16%	2.40%	0.00%
Line 1-09 Workmen's Comp-Direct Care	\$5,547,021	3.66%	4.80%	0.18%
Line 1-10 Contract-Aides	\$2,628,769	1.73%	5.20%	0.09%
Line 1-11 Contract-LPN's	\$317,472	0.21%	5.20%	0.01%
Line 1-12 Contract-RN's	\$124,409	0.08%	5.20%	0.00%
Line 1-13 Medical Supplies	\$4,262,996	2.81%	6.40%	0.18%
Line 1-14 Other Supplies-Direct Care	\$2,976,871	1.96%	3.70%	0.07%
<b>Total Direct Care Costs</b>	\$151,656,411.0	100.00%		5.24%
<b>Therapy Costs</b>				
Line 2-01 Salaries-Occupational	\$596,011	17.11%	5.20%	0.89%
Line 2-02 Salaries-Physical Therapists	\$340,140	9.76%	5.20%	0.51%
Line 2-03 Salaries-Speech Therapists	\$607,949	17.45%	5.20%	0.91%
Line 2-04 Salaries-Other Therapists	\$392,258	11.26%	5.20%	0.59%
Line 2-05 FICA Taxes-Therapies	\$102,082	2.93%	5.20%	0.15%
Line 2-06 Group Health-Therapies	\$103,436	2.97%	7.40%	0.22%
Line 2-07 Pensions-Therapies	\$71,956	2.07%	5.20%	0.11%
Line 2-08 Unemployment Taxes-Therapies	\$6,891	0.20%	3.70%	0.01%
Line 2-09 Uniform Allowance-Therapies	(\$7)	0.00%	2.40%	0.00%
Line 2-10 Workmen's Comp-Therapies	\$32,809	0.94%	4.80%	0.05%
Line 2-11 Contract-Occupational	\$228,538	6.56%	5.20%	0.34%
Line 2-12 Contract-Physical Therapists	\$169,280	4.86%	5.20%	0.25%
Line 2-13 Contract-Speech Therapists	\$279,193	8.01%	5.20%	0.42%
Line 2-14 Contract-Other Therapists	\$290,737	8.35%	5.20%	0.43%
Line 2-15 Therapy Supplies	\$262,139	7.53%	3.70%	0.28%
<b>Total Therapy Costs</b>	\$3,483,412	100.00%		5.16%

TN NO 93-08 DATE RECEIVED \_\_\_\_\_  
SUPERSEDES DATE APPROVED 04-11-95  
TN ON New DATE EFFECTIVE 07-01-93

COST CENTER	LINE ITEM COST	PERCENTAGE OF COST CENTER	TREND FACTOR	WEIGHTED TREND FACTOR
<b>Care Related Costs</b>				
Line 3-01, Salaries-Activities	\$9,640,243	16.20%	5.20%	0.84%
Line 3-02, Salaries-Asst. Director of Nursing	\$889,264	1.49%	5.20%	0.08%
Line 3-03, Salaries-Director of Nursing	\$5,852,824	9.83%	5.20%	0.51%
Line 3-04, Salaries-Pharmacy	\$63,032	0.11%	5.20%	0.01%
Line 3-05, Salaries-Social Services	\$10,009,885	16.82%	5.20%	0.87%
Line 3-06, FICA Taxes-Care Related	\$1,278,410	2.15%	5.20%	0.11%
Line 3-07, Group Health-Care Related	\$983,004	1.65%	7.40%	0.12%
Line 3-08, Pension Plan-Care Related	\$659,818	1.11%	5.20%	0.06%
Line 3-09, Unemployment Taxes-Care Related	\$100,344	0.17%	3.70%	0.01%
Line 3-10, Uniforms, Care Related	\$66,775	0.11%	2.40%	0.00%
Line 3-11, Workmen's Comp-Care Related	\$749,849	1.26%	4.80%	0.06%
Line 3-12, Allowable Barber & Beauty Expense	\$24,342	0.04%	3.70%	0.00%
Line 3-13, Consultant Fees-Activities	\$505,785	0.85%	7.00%	0.06%
Line 3-14, Consultant Fees-Medical Director	\$2,621,571	4.40%	7.00%	0.31%
Line 3-15, Consultant Fees-Nursing	\$499,246	0.84%	7.00%	0.06%
Line 3-16, Consultant Fees-Pharmacy	\$428,735	0.72%	7.00%	0.05%
Line 3-17, Consultant Fees-Social Worker	\$70,034	0.12%	7.00%	0.01%
Line 3-18, Consultant Fees-Therapists	\$879	0.00%	7.00%	0.00%
Line 3-19, Food-Raw	\$20,753,255	34.86%	1.30%	0.45%
Line 3-20, Food-Supplements	\$1,254,380	2.11%	1.30%	0.03%
Line 3-21, Supplies-Care Related	\$2,424,418	4.07%	3.70%	0.15%
Line 3-22, Other Care Related Costs	\$649,107	1.09%	3.70%	0.04%
<b>Total Care Related Costs</b>	\$59,525,200	100.00%		3.83%

TN NO 93-08 DATE RECEIVED \_\_\_\_\_  
 SUPERSEDES \_\_\_\_\_ DATE APPROVED 04-11-95  
 TN NO New DATE EFFECTIVE 07-01-93

COST CENTER	LINE ITEM COST	PERCENTAGE OF COST CENTER	TREND FACTOR	WEIGHTED TREND FACTOR
<b>Administrative and Operating Costs</b>				
Line 4-01, Salaries-Administrator	\$5,898,135	4.75%	5.20%	0.25%
Line 4-02, Salaries-Assistant Administrator	\$1,124,799	0.91%	5.20%	0.05%
Line 4-03, Salaries-Dietary	\$17,561,263	14.13%	5.20%	0.73%
Line 4-04, Salaries-Housekeeping	\$10,810,726	8.70%	5.20%	0.45%
Line 4-05, Salaries-Laundry	\$3,602,464	2.90%	5.20%	0.15%
Line 4-06, Salaries-Maintenance	\$4,874,089	3.92%	5.20%	0.20%
Line 4-07, Salaries-Medical Records	\$2,325,109	1.87%	5.20%	0.10%
Line 4-08, Salaries-Other Administrative	\$8,739,665	7.03%	5.20%	0.37%
Line 4-09, Salaries-Owner	\$1,133,474	0.91%	5.20%	0.05%
Line 4-10, FICA Taxes-Admin. & Operating	\$3,818,731	3.07%	5.20%	0.16%
Line 4-11, Group Health-Administrative	\$2,401,964	1.93%	7.40%	0.14%
Line 4-12, Pension Plan-Administrative	\$693,004	0.56%	5.20%	0.03%
Line 4-13, Unemployment Taxes-Admin.	\$413,417	0.33%	3.70%	0.01%
Line 4-14, Uniforms-Administrative	\$170,293	0.14%	2.40%	0.00%
Line 4-15, Workmen's Comp-Administrative	\$2,598,911	2.09%	4.80%	0.10%
Line 4-16, Contract-Dietary	\$2,131,277	1.72%	3.70%	0.06%
Line 4-17, Contract-Housekeeping	\$183,139	0.15%	3.70%	0.01%
Line 4-18, Contract-Laundry	\$679,758	0.55%	3.70%	0.02%
Line 4-19, Contract-Maintenance	\$609,721	0.49%	3.70%	0.02%
Line 4-20, Consultant Fees-Dietician	\$417,944	0.34%	7.00%	0.02%
Line 4-21, Consultant Fees-Medical Records	\$408,950	0.33%	7.00%	0.02%
Line 4-22, Accounting Fees	\$1,653,321	1.33%	7.00%	0.09%
Line 4-23, Amortization Expense-Non-Capital	\$39,844	0.03%	3.70%	0.00%
Line 4-24, Bank Service Charges	\$37,306	0.03%	3.70%	0.00%
Line 4-25, Board of Directors Fees	\$314,264	0.25%	3.70%	0.01%
Line 4-26, Dietary Supplies	\$1,201,082	0.97%	0.60%	0.01%
Line 4-27, Depreciation Expense	\$139,239	0.11%	3.60%	0.00%
Line 4-28, Dues	\$516,755	0.42%	3.70%	0.02%
Line 4-29, Educational Seminars & Training	\$409,404	0.33%	3.70%	0.01%
Line 4-30, Housekeeping Supplies	\$2,566,122	2.07%	0.60%	0.01%
Line 4-31, Insurance-Professional Liability	\$1,272,280	1.02%	3.70%	0.04%
Line 4-32, Interest Expense-Non-Capital	\$176,081	0.14%	3.70%	0.01%
Line 4-33, Laundry Supplies	\$1,133,535	0.91%	3.70%	0.03%
Line 4-34, Legal Fees	\$442,665	0.36%	7.00%	0.02%
Line 4-35, Linen & Laundry Alternatives	\$1,449,549	1.17%	1.30%	0.02%
Line 4-36, Miscellaneous	\$3,330,589	2.68%	3.70%	0.10%
Line 4-37, Management Fees & Home Office	\$12,551,828	10.10%	3.70%	0.37%
Line 4-38, Office Supplies & Subscriptions	\$2,402,302	1.93%	3.70%	0.07%
Line 4-39, Postage	\$259,360	0.21%	3.70%	0.01%
Line 4-40, Repairs & Maintenance	\$7,424,239	5.97%	1.60%	0.10%
Line 4-41, Taxes, Other	\$1,707,432	1.37%	3.70%	0.05%
Line 4-42, Telephone & Communications	\$1,229,364	0.99%	3.70%	0.04%
Line 4-43, Travel	\$589,199	0.47%	3.70%	0.02%
Line 4-44, Utilities	\$12,824,236	10.32%	2.30%	0.24%
<b>Total Administrative and Operating Costs</b>	<b>\$124,266,829</b>	<b>100.00%</b>		<b>4.21%</b>

TN NO 93-08 DATE RECEIVED \_\_\_\_\_  
SUPERSEDES DATE APPROVED 04-11-95  
TN NO New DATE EFFECTIVE 07-01-93

**CHAPTER 8**  
**DEFINITIONS**

Annualized Total Patient Days - The total patient days reported on the cost report adjusted for any cost report period less than one year. This is done to estimate what the total patient days would be for a full year for a facility. For example, a nursing facility files a cost report for three (3) months with total patient days of 10,000. The annualized total patient days would be  $(10,000 / 3) \times 12 = 40,000$ . In this example, it is estimated that the total patient days for this facility would be 40,000.

Base Rate - A per diem rate established for nursing facilities that is set at least annually and is the equivalent of a case mix score of 1.0.

Care Related Costs - These costs include salaries and fringe benefits for activities, Director of Nurses, pharmacy, social services, food, Medical Director and consultants for activities, nursing, pharmacy, social services and therapies.

---

TN NO	<u>93-08</u>	DATE RECEIVED	
	SUPERSEDES	DATE APPROVED	<u>04-11-95</u>
TN NO	<u>New</u>	DATE EFFECTIVE	<u>07-01-93</u>

Direct Care Costs - Expenses incurred by nursing facilities for the hands on care of the residents. These costs include salaries and fringe benefits of RN's (excluding the Director of Nursing), LPN's, and nursing assistants, and medical supplies.

Fair Rental System - The gross rental system as modified by the Mississippi Case Mix Advisory Committee and described in this plan.

Intermediate Care Facility for the Mentally Retarded (ICF-MR) - A classification of long term care facilities which provides services only for the mentally retarded or developmentally disabled in accordance with 42 CFR Part 483, Subpart I.

Minimum Data Set (MDS) - The resident assessment instrument approved by the Department of Health and Human Services, Health Care Financing Administration, for use by all Medicaid and Medicare certified nursing facilities in Mississippi including sections S, T and U.

Mississippi Access Weights - The Mississippi base weights increased by two percent (2%) for certain M<sup>3</sup>PI groups listed in Section 3-4, B.

Mississippi Base Weights - A calculation, based on actual time and salary information of the care givers, of the relationship of each M<sup>3</sup>PI group to the average.

---

TN NO	<u>96-09</u>	DATE RECEIVED	
	SUPERSEDES	DATE APPROVED	<u>12/13/96</u>
TN NO	<u>93-08</u>	DATE EFFECTIVE	<u>07/01/96</u>

Multi-State Medicare Medicaid Payment Index (M<sup>3</sup>PI) - The resident classification system developed for use by the Mississippi Medicaid Program. This classification system is based on assessments of residents and the time and cost associated with the care of the different types of residents.

Large Nursing Facility - A classification of long term care facilities which provides nursing facility care in accordance with 42 CFR Part 483, Subpart B and which has 61 or more beds certified for Title XIX.

Nursing Facility - Psychiatric - A classification of facilities which provides long term psychiatric care for children 21 and under in accordance with 42 CFR Part 440.160 and Subpart D of Part 441 and also meets the nursing facility requirements of 42 CFR Part 483, Subpart B.

Patient Days - The number of days of care charged to a beneficiary, including bed hold and leave days, for patient long term care is always counted in units of full days. A day begins at midnight and ends 24 hours later. The midnight-to-midnight method must be used in reporting the days of care for beneficiaries, even if the facility uses a different definition for statistical or other purposes. The day of admission counts as a full day. However, the day of discharge

---

TN NO	<u>94-18</u>	DATE RECEIVED	<u>                    </u>
	SUPERSEDES	DATE APPROVED	<u>02-10-95</u>
TN NO	<u>93-08</u>	DATE EFFECTIVE	<u>10-01-94</u>

is not counted as a day. If both admission and discharge occur on the same day, the day is considered a day of admission and counts as one patient day.

Residential Psychiatric Treatment Facilities - A

classification of facilities which provides long term psychiatric care for children under age 22. Services must be provided under the direction of a physician who is at least board eligible and has experience in child/adolescent psychiatry. The psychiatric services must also be provided in accordance with an individual comprehensive services plan.

Small Nursing Facility - A classification of long term care facilities which provides nursing facility care in accordance

with 42 CFR Part 483, Subpart B and which has 1 - 60 beds certified for Title XIX.

Private Nursing Facility for the Severely Disabled - A

classification of long term care facilities which provides specialized nursing facility care to severely disabled residents, including, but not limited to, those with spinal cord injuries, closed head injuries, and ventilator-dependence.

---

TN NO	<u>2004-001</u>	DATE RECEIVED	<u>03-09-04</u>
	SUPERSEDES	DATE APPROVED	<u>05-17-04</u>
TN NO	<u>94-18</u>	DATE EFFECTIVE	<u>02-01-04</u>