

This report is required by law (42 USC 1395g; 42 CFR 413.20(b)). Failure to report can result in all interim payments made since the beginning of the cost reporting period being deemed as overpayments (42 USC 1395g).

FORM APPROVED  
OMB NO. 0938-0022

HOME HEALTH AGENCY COST REPORT CERTIFICATION AND SETTLEMENT SUMMARY	PROVIDER NO.:	PERIOD: From: _____ To: _____	WORKSHEET 5
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Intermediary Use Only:

<input type="checkbox"/> Audited	Date Received _____	<input type="checkbox"/>	Initial	<input type="checkbox"/> Re-opened
<input type="checkbox"/> Desk Reviewed	Intermediary No. _____	<input type="checkbox"/>	Final	

PART I - CERTIFICATION

Check applicable box	<input type="checkbox"/> Electronically filed cost report	Date: _____
	<input type="checkbox"/> Manually submitted cost report	Time: _____

MISREPRESENTATION OR FALSIFICATION OF ANY INFORMATION CONTAINED IN THIS COST REPORT MAY BE PUNISHABLE BY CRIMINAL, CIVIL AND ADMINISTRATIVE ACTION, FINE AND/OR IMPRISONMENT UNDER FEDERAL LAW. FURTHERMORE, IF SERVICES IDENTIFIED IN THIS REPORT WERE PROVIDED OR PROCURED THROUGH THE PAYMENT DIRECTLY OR INDIRECTLY OF A KICKBACK OR WERE OTHERWISE ILLEGAL, CRIMINAL, CIVIL AND ADMINISTRATIVE ACTION, FINES AND/OR IMPRISONMENT MAY RESULT.

CERTIFICATION BY OFFICER OR DIRECTOR OF THE AGENCY

I HEREBY CERTIFY that I have read the above statement and that I have examined the accompanying Home Health Agency Cost Report and the Balance Sheet and Statement of Revenue and Expenses prepared by \_\_\_\_\_ (Provider name(s) and number(s)) for the cost report beginning \_\_\_\_\_ and ending \_\_\_\_\_, and that to the best of my knowledge and belief, it is a true, correct and complete report prepared from the books and records of the provider in accordance with applicable instructions, except as noted. I further certify that I am familiar with the laws and regulations regarding the provision of health care services, and that the services identified in this cost report were provided in compliance with such laws and regulations.

(Signed) \_\_\_\_\_  
Officer or Director  
\_\_\_\_\_  
Title  
\_\_\_\_\_  
Date

PART II - SETTLEMENT SUMMARY

		TITLE XVIII		
		PART A	PART B	
		1	2	
1	HOME HEALTH AGENCY			1
2	HOME HEALTH-BASED CORF			2
3	HOME HEALTH-BASED CMHC			3
3.5	HOME HEALTH-BASED RHC/FQHC (specify)			3.5
4	TOTAL			4

"According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0938-0022. The time required to complete this information collection is estimated to average 226 hours per response, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection. If you have any comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to: CMS, 7500 Security Boulevard, Attn: PRA Reports Clearance Officer, Mail Stop C4-26-05, Baltimore, Maryland 21244-1850."

HOME HEALTH AGENCY COMPLEX IDENTIFICATION DATA	PROVIDER NO.:	PERIOD: From: _____ To: _____	WORKSHEET S-2
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Home Health Agency Complex Address:

1	Street:	P.O. Box:	1
1.01	City:	State:	Zip Code:
			1.01

Home Health Agency Component Identification

	Component 0	Component Name 1	Provider No. 2	Date Certified 3	
2	Home Health Agency				2
3	HHA-based CORF				3
3.50	HHA-based Hospice				3.50
4	HHA-based CMHC				4
5	HHA- based RHC				5
6	HHA-based FQHC				6

7	Cost Reporting Period (mm/dd/yyyy)	From: _____	To: _____	7
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8	Type of control (see instructions)		8
---	------------------------------------	--	---

9	If this a low or no Medicare utilization cost report, enter "L" for Low or "N" for No Medicare Utilization.		9
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Depreciation: Enter the amount of depreciation reported in this HHA for the methods indicated.

10	Straight Line		10
11	Declining Balance		11
12	Sum of the Years' Digits		12
13	Sum of lines 10, 11 and 12		13

14	Were there any disposals of capital assets during this cost reporting period?		14
15	Was accelerated depreciation claimed on any assets in the current or any prior cost reporting period?		15
16	Was accelerated depreciation claimed on assets acquired on or after August 1, 1970 (See PRM 15-1, Chapter 1)?		16
17	If depreciation is funded, enter the balance at end of period.		17
18	Did the provider cease to participate in the Medicare program at the end of the period to which this cost report applies (See PRM 15-1, Chapter 1)?		18
19	Was there substantial decrease in health insurance proportion of allowable costs from prior cost reporting periods (See PRM 15-1, Chapter 1)?		19
20	Does the provider qualify as a small HHA (defined in 42 CFR 413.24(d))?		20
21	Does the home health agency qualify as a nominal charge provider (defined in 42 CFR 409.3)?		21
22	Does the home health agency contract with outside suppliers for physical therapy services?		22
22.01	Does the home health agency contract with outside suppliers for occupational therapy services?		22.01
22.02	Does the home health agency contract with outside suppliers for speech therapy services?		22.02

If this facility contains a non-public provider that qualifies for an exemption from the application of the lower of costs or charges, enter "Y" for each component and type of service that qualifies for the exemption.

	Part A 1	Part B 2	
23	Home Health Agency		23
24	CORF		24
25	CMHC		25
26	If the home health agency componentized (or fragmented) its administrative and general service costs, indicate whether option one or option two is being utilized. (See PRM-II, Section 3214) (Enter "1" for option one and "2" for option two)		26

27	List amounts of malpractice premiums and paid losses:		27
27.01	Premiums		27.01
27.02	Paid Losses		27.02
27.03	Self Insurance		27.03
28	Are malpractice premiums and/or paid losses reported in other than the Administrative and General cost center? If yes, submit a supporting schedule listing cost centers and amounts contained therein.		28
29	If you are part of a chain organization, enter "Y" for yes and enter the name and address of the home office, otherwise, enter "N" for no.		29
29.01	Home Office Name:	Home Office No. :	FI/Contractor No. :
29.01			29.01
29.02	Street:	P.O. Box:	FI/MAC Name:
29.02			29.02
29.03	City:	State:	Zip Code:
			29.03

FORM CMS 1728-94-S-2 (1-2010) (INSTRUCTIONS FOR THIS WORKSHEET ARE PUBLISHED IN CMS PUB. 15-II, SECTION 3204)

HOME HEALTH AGENCY STATISTICAL DATA	PROVIDER NO.:	PERIOD: From: _____ To: _____	WORKSHEET S-3 PARTS I - III
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PART I - STATISTICAL DATA COUNTY \_\_\_\_\_

DESCRIPTION	Title XVIII		Other		Total		
	Visits	Patients	Visits	Patients	Visits	Patients	
	1	2	3	4	5	6	
1 Skilled Nursing							1
2 Physical Therapy							2
3 Occupational Therapy							3
4 Speech Pathology							4
5 Medical Social Service							5
6 Home Health Aide							6
7 All Other Services							7
8 Total Visits							8
9 Home Health Aide Hours							9
10 Unduplicated Census Count - Full Cost Reporting Period							10
10.01 Unduplicated Census Count - Pre 10/1/2000							10.01
10.02 Unduplicated Census Count - Post 9/30/2000							10.02

PART II - EMPLOYMENT DATA (FULL TIME EQUIVALENT)

	Number of hours in your normal work week _____	Staff	Contract	Total	
		1	2	3	
11 Administrator and Assistant Administrator(s)					11
12 Director and Assistant Director(s)					12
13 Other Administrative Personnel					13
14 Direct Nursing Service					14
15 Nursing Supervisor					15
16 Physical Therapy Service					16
17 Physical Therapy Supervisor					17
18 Occupational Therapy Service					18
19 Occupational Therapy Supervisor					19
20 Speech Pathology Service					20
21 Speech Pathology Supervisor					21
22 Medical Social Service					22
23 Medical Social Supervisor					23
24 Home Health Aide					24
25 Home Health Aide Supervisor					25
26					26
27					27

PART III - METROPOLITAN STATISTICAL AREA (MSA) AND CORE BASED STATISTICAL AREA (CBSA) CODES

		1	1.01	
28	Enter the total number of MSAs in column 1 and/or CBSAs in column 2 where Medicare covered services were provided during the cost reporting period.			28
29	List all MSA and CBSA codes in which Medicare covered home health services were provided during the cost reporting period (line 29 contains the first code):	MSA Codes	CBSA Codes	29
				29.01
				29.02
				29.03
				29.04
				29.05
				29.06
				29.07
				29.08
				29.09

FORM CMS-1728-94 (5-2007) (INSTRUCTIONS FOR THIS WORKSHEET ARE PUBLISHED IN CMS PUB. 15-II, SEC. 3205)

**3290 (Cont.)**

**FORM CMS 1728-94**

**05-07**

HOME HEALTH AGENCY  
STATISTICAL DATA

PROVIDER NO.:

PERIOD:  
From: \_\_\_\_\_  
To: \_\_\_\_\_

WORKSHEET S-3  
PART IV

PART IV - PPS ACTIVITY DATA - Applicable for Services Rendered on or After October 1, 2000

DESCRIPTION	Full Episodes without Outliers	Full Episodes with Outliers	LUPA Episodes	PEP Only Episodes	SCIC within a PEP	SCIC Only Episodes	Totals	
	1	2	3	4	5	6	7	
30 Skilled Nursing Visits								30
31 Skilled Nursing Visit Charges								31
32 Physical Therapy Visits								32
33 Physical Therapy Visit Charges								33
34 Occupational Therapy Visits								34
35 Occupational Therapy Visit Charges								35
36 Speech Pathology Visits								36
37 Speech Pathology Visit Charges								37
38 Medical Social Service Visits								38
39 Medical Social Service Visit Charges								39
40 Home Health Aide Visits								40
41 Home Health Aide Visit Charges								41
42 Total Visits (Sum of lines 30,32,34,36,38,40)								42
43 Other Charges								43
44 Total Charges (Sum of lines 31,33,35,37,39,41,43)								44
45 Total Number of Episodes								45
46 Total Number of Outlier Episodes								46
47 Total Non-Routine Medical Supply Charges								47

FORM CMS-1728-94 (6-2001) (INSTRUCTIONS FOR THIS WORKSHEET ARE PUBLISHED IN CMS PUB. 15-II, SEC. 3205)



HOSPICE IDENTIFICATION DATA	PROVIDER NO.:	PERIOD:	WORKSHEET S-5
	HOSPICE NO.:	FROM: _____ TO: _____	

**PART I**

	Enrollment Days	Title XVIII		Other Unduplicated Days	Total Unduplicated Days (sum of cols. 1 & 3)	
		Unduplicated Days	Unduplicated Skilled Nursing Facility Days			
		1	2	3	4	
1	Continuous Home Care					1
2	Routine Home Care					2
3	Inpatient Respite Care					3
4	General Inpatient Care					4
5	Total Hospice Days					5

**PART II**

	Census Data	Title XVIII	Title XVIII Skilled Nursing Facility	Other	Total (sum of cols. 1 & 3)	
6	Number of Patients Receiving Hospice Care					6
7	Total Number of Unduplicated Continuous Care Hours Billable to Medicare					7
8	Average Length of Stay (line 5 divided by line 6)					8
9	Unduplicated Census Count					9

NOTE: Parts I & II, column 1 also includes the days reported in column 2.

05-07

FORM CMS 1728-94

3290 (Cont.)

HHA-BASED CORF STATISTICAL DATA		PROVIDER NO.: _____ CORF NO.: _____		PERIOD: From: _____ To: _____		SUPPLEMENTAL WORKSHEET S-6	
CORF TREATMENTS		Title XVIII		Other		Total	
		Treatments 1	Patients 2	Treatments 3	Patients 4	Treatments 5	Patients 6
1	Skilled Nursing Care						1
2	Physical Therapy						2
3	Occupational Therapy						3
4	Speech Pathology						4
5	Medical Social Services						5
6	Respiratory Therapy						6
7	Psychological Services						7
8	All Other Service						8
9	Total Treatments (Sum of lines 1-8)						9
CORF - NUMBER OF EMPLOYEES ( FULL TIME EQUIVALENT )							
Enter the number of hours in your normal workweek _____		Staff 1		Contract 2		Total 3	
10	Administrators and Assistant Administrators						10
11	Directors and Assistant Directors						11
12	Other Administrative Personnel						12
13	Direct Nursing Service						13
14	Nursing Supervisor						14
15	Physical Therapy Service						15
16	Physical Therapy Supervisor						16
17	Occupational Therapy Service						17
18	Occupational Therapy Supervisor						18
19	Speech Pathology Service						19
20	Speech Pathology Supervisor						20
21	Medical Social Service						21
22	Medical Social Supervisor						22
23	Respiratory Therapy Service						23
24	Respiratory Therapy Supervisor						24
25	Psychological Service						25
26	Psychological Service Supervisor						26
27							27
28							28

FORM CMS 1728-94-S-6 (12-1994) (INSTRUCTIONS FOR THIS WORKSHEET ARE PUBLISHED IN CMS PUB. 15-II, SEC. 3220)

RECLASSIFICATION AND ADJUSTMENT OF TRIAL BALANCE OF EXPENSES						PROVIDER NO.:	PERIOD:		WORKSHEET A		
						_____	From: _____				
							To: _____				
		SALARIES (Fr Wks A-1)	EMPLOYEE BENEFITS (Fr Wks A-2)	TRANSPOR- TATION (See Instructions)	CONTRACTED PURCHASED SERVICES (Fr Wks A-3)	OTHER COSTS	TOTAL	RECLASSI- FICATION (Fr Wks A-4)	RECLASSI- FIED TRIAL BALANCE (Cols 6 + 7)	ADJUST- MENTS	EXPENSES FOR COST ALLOCATION (Col 8 + 9)
		1	2	3	4	5	6	7	8	9	10
		GENERAL SERVICE COST CENTER									
1	0100	Capital Related - Bldg. & Fix.									
2	0200	Capital Related - Movable Equip									
3	0300	Plant Operation & Maintenance									
4	0400	Transportation (See Instructions)									
5	0500	Administrative and General									
		HHA REIMBURSABLE SERVICES									
6	0600	Skilled Nursing Care									
7	0700	Physical Therapy									
8	0800	Occupational Therapy									
9	0900	Speech Pathology									
10	1000	Medical Social Services									
11	1100	Home Health Aide									
12	1200	Supplies (See Instructions)									
13	1300	Drugs									
13.20	1320	Cost of Administering Vaccines									
14	1400	DME									
		HHA NONREIMBURSABLE SERVICES									
15	1500	Home Dialysis Aide Services									
16	1600	Respiratory Therapy									
17	1700	Private Duty Nursing									
18	1800	Clinic									
19	1900	Health Promotion Activities									
20	2000	Day Care Program									
21	2100	Home Delivered Meals Program									
22	2200	Homemaker									
23		Other									
		SPECIAL PURPOSE COST CENTERS									
24	2400	CORF									
25	2500	Hospice									
26	2600	CMHC									
27	2700	RHC									
28	2800	FQHC									
29		Total									

FORM CMS-1728-94 (5-2007) (INSTRUCTIONS FOR THIS WORKSHEET ARE PUBLISHED IN CMS PUB. 15-II, SEC. 3206)



COMPENSATION ANALYSIS  
SALARIES AND WAGES

PROVIDER NO.:

\_\_\_\_\_

PERIOD:

From: \_\_\_\_\_

To: \_\_\_\_\_

WORKSHEET A-1

		ADMINIS- TRATORS	DIRECTORS	CONSULTANTS	SUPERVISORS	NURSES	THERAPISTS	AIDES	ALL OTHER	TOTAL (1)	
		1	2	3	4	5	6	7	8	9	
GENERAL SERVICE COST CENTER											
1	Capital Related - Bldg. and Fixtures										1
2	Capital Related - Movable Equipment										2
3	Plant Operation & Maintenance										3
4	Transportation (See Instructions)										4
5	Administrative and General										5
HHA REIMBURSABLE SERVICES											
6	Skilled Nursing Care										6
7	Physical Therapy										7
8	Occupational Therapy										8
9	Speech Pathology										9
10	Medical Social Services										10
11	Home Health Aide										11
12	Supplies										12
13	Drugs										13
14	DME										14
HHA NONREIMBURSABLE SERVICES											
15	Home Dialysis Aide Services										15
16	Respiratory Therapy										16
17	Private Duty Nursing										17
18	Clinic										18
19	Health Promotion Activities										19
20	Day Care Program										20
21	Home Delivered Meals Program										21
22	Homemaker Service										22
23	Other										23
SPECIAL PURPOSE COST CENTERS											
24	CORF										24
25	Hospice										25
26	CMHC										26
27	RHC										27
28	FQHC										28
29	Total										29

(1) Transfer the amounts in column 9 to Wkst. A, column 1

COMPENSATION ANALYSIS  
 CONTRACTED SERVICES/PURCHASED SERVICES

PROVIDER NO.:

\_\_\_\_\_

PERIOD:

From: \_\_\_\_\_

To: \_\_\_\_\_

WORKSHEET A-3

		ADMINIS- TRATORS 1	DIRECTORS 2	CONSULTANTS 3	SUPERVISORS 4	NURSES 5	THERAPISTS 6	AIDES 7	ALL OTHER 8	TOTAL (1) 9	
<b>GENERAL SERVICE COST CENTER</b>											
1	Capital Related - Bldg. and Fixtures										1
2	Capital Related - Movable Equipment										2
3	Plant Operation & Maintenance										3
4	Transportation (See Instructions)										4
5	Administrative and General										5
<b>HHA REIMBURSABLE SERVICES</b>											
6	Skilled Nursing Care										6
7	Physical Therapy										7
8	Occupational Therapy										8
9	Speech Pathology										9
10	Medical Social Services										10
11	Home Health Aide										11
12	Supplies										12
13	Drugs										13
14	DME										14
<b>HHA NONREIMBURSABLE SERVICES</b>											
15	Home Dialysis Aide Services										15
16	Respiratory Therapy										16
17	Private Duty Nursing										17
18	Clinic										18
19	Health Promotion Activities										19
20	Day Care Program										20
21	Home Delivered Meals Program										21
22	Homemaker Services										22
23	Other										23
<b>SPECIAL PURPOSE COST CENTERS</b>											
24	CORF										24
25	Hospice										25
26	CMHC										26
27	RHC										27
28	FQHC										28
29	Total										29

(1) Transfer the amounts in column 9 to Wkst. A, column 4

COMPENSATION ANALYSIS  
EMPLOYEE BENEFITS (PAYROLL RELATED)

PROVIDER NO.:  
\_\_\_\_\_

PERIOD:  
From: \_\_\_\_\_  
To: \_\_\_\_\_

WORKSHEET A-2

	ADMINIS- TRATORS	DIRECTORS	CONSULTANTS	SUPERVISORS	NURSES	THERAPISTS	AIDES	ALL OTHER	TOTAL (1)	
	1	2	3	4	5	6	7	8	9	
GENERAL SERVICE COST CENTER										
1	Capital Related - Bldg. and Fixtures									1
2	Capital Related - Movable Equipment									2
3	Plant Operation & Maintenance									3
4	Transportation (See Instructions)									4
5	Administrative and General									5
HHA REIMBURSABLE SERVICES										
6	Skilled Nursing Care									6
7	Physical Therapy									7
8	Occupational Therapy									8
9	Speech Pathology									9
10	Medical Social Services									10
11	Home Health Aide									11
12	Supplies									12
13	Drugs									13
14	DME									14
HHA NONREIMBURSABLE SRVS										
15	Home Dialysis Aide Services									15
16	Respiratory Therapy									16
17	Private Duty Nursing									17
18	Clinic									18
19	Health Promotion Activities									19
20	Day Care Program									20
21	Home Delivered Meals Program									21
22	Homemaker Services									22
23	Other									23
SPECIAL PURPOSE COST CENTERS										
24	CORF									24
25	Hospice									25
26	CMHC									26
27	RHC									27
28	FQHC									28
29	Total									29

(1) Transfer the amounts in column 9 to Wkst. A, column 2

RECLASSIFICATIONS				PROVIDER NO. _____	PERIOD: From: _____ To: _____		WORKSHEET A-4	
EXPLANATION OF RECLASSIFICATION ENTRY	CODE (1) 1	INCREASE			DECREASE			
		COST CENTER 2	LINE NO. 3	AMOUNT(2) 4	COST CENTER 5	LINE NO. 6	AMOUNT(2) 7	
1							1	
2							2	
3							3	
4							4	
5							5	
6							6	
7							7	
8							8	
9							9	
10							10	
11							11	
12							12	
13							13	
14							14	
15							15	
16							16	
17							17	
18							18	
19							19	
20							20	
21							21	
22							22	
23							23	
24							24	
25							25	
26							26	
27							27	
28							28	
29							29	
30	TOTAL RECLASSIFICATIONS (Sum of col. 4 must equal sum of col. 7)							30

(1) A letter (A, B, etc.) must be entered on each line to identify each reclassification entry.

(2) Transfer to Worksheet A, column 7, line as appropriate.

FORM CMS-1728-94-A-4 (12-1994) (INSTRUCTIONS FOR THIS WORKSHEET ARE PUBLISHED IN CMS PUB. 15-II, SEC. 3210)

ADJUSTMENTS TO EXPENSES		PROVIDER NO.:	PERIOD:	WORKSHEET A-5	
		_____	From: _____ To: _____		
Description (1)	(2)	Amount	Expense Classification on Worksheet A To/From Which The Amount is to be Adjusted		
	BASIS/CODE		Cost Center	Line No.	
	1	2	3	4	
1 Excess funds generated from operations, other than net income	B				1
2 Trade, quantity, time and other discounts on purchases (Chap. 8)	B				2
3 Rebates and refunds of expenses (Chap. 8)	B				3
4 Home office costs (Chap. 21)	A				4
5 Adjustments resulting from transaction with related organization (Chap. 10)	From Wks A-6		#REF!	#REF!	5
6 Sale of medical records and abstracts	B				6
7 Income from imposition of interest, finance or penalty charges (Chap. 21)	B				7
8 Sale of medical and surgical supplies to other than patients	A				8
9 Sale of Drugs to other than patients	A				9
10 Physical therapy adjustment (Chap. 14)	From Supp Wks A-8-3		Physical Therapy	7	10
10.1 Occupational therapy adjustment (Chap. 14)	From Supp Wks A-8-3		Occupational Therapy	8	10.1
10.2 Speech pathology adjustment (Chap. 14)	From Supp Wks A-8-3		Speech Pathology	9	10.2
11 Interest expense on Medicare overpayments and borrowings to repay Medicare overpayments	A				11
12 Lobbying Activities	A				12
13					13
14					14
15					15
16					16
17					17
18					18
19					19
20					20
21 TOTAL (Sum of lines 1-20)					21

(1) Description - All line references in this column pertain to the Provider Reimbursement Manual, Part I.

(2) Basis for adjustment (See Instructions)

- A. Costs - if cost, including applicable overhead, can be determined
- B. Amount Received - If cost cannot be determined

This report is required by law (42 USC 1395g; 42 CFR 413.20(b)). Failure to report can result in all interim payments made since the beginning of the cost reporting period being deemed as overpayments (42 USC 1395g).

STATEMENT OF COSTS OF SERVICES FROM RELATED ORGANIZATIONS	PROVIDER NO.:	PERIOD: From: _____ To: _____	WORKSHEET A-6
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A. Are there any costs included on Worksheet A which resulted from transactions with related organizations as defined in CMS Pub. 15-I, chapter 10?

[ ] Yes [ ] No (If "Yes," complete Parts B and C)

B. Costs incurred and adjustment required as result of transactions with related organizations

LOCATION AND AMOUNT INCLUDED ON WKST A, COL. 8				AMOUNT ALLOWABLE IN COST	NET ADJUSTMENT (col 4 -5)
LINE NO.	COST CENTER	EXPENSE ITEMS	AMOUNT		
1	2	3	4	5	6
1					
2					0
3					0
4	TOTALS (Sum of lines 1-3)(Transfer col. 6, lines 1-3 to Wkst A, Col. 9, lines as appropriate)(Transfer col. 6, line 4 to Wkst A-5, col. 2, line 5)				

C. Interrelationship of provider to related organization(s):

The Secretary, by virtue of authority granted under section 1814(b)(1) of the Social Security Act, requires the provider to furnish the information requested on Part C of this worksheet.

The information will be used by the CMS and its intermediaries in determining that the costs applicable to services, facilities and supplies furnished by organizations related to the provider by common ownership or control, represent reasonable costs as determined under section 1861 of the Social Security Act. If the provider does not provide all or any part of the requested information, the cost report will be considered incomplete and not acceptable for purposes of claiming reimbursement under title XVIII.

SYMBOL (1)	Name	Address	Percent Owned by Provider	Percent Ownership of Provider	Type of Business
1	2	3	4	5	6
1					
2					
3					
4					
5					

(1) Use the following symbols to indicate the interrelationship of the provider to related organizations:

- A. Individual has financial interest (stockholder, partner, etc.) in both related organization and in provider.
- B. Corporation, partnership or other organization has financial interest in provider.
- C. Provider has financial interest in corporation, partnership or other organization.
- D. Director, officer, administrator or key person of provider or relative of such person has financial interest in related organization.
- E. Individual is director, officer, administrator or key person of provider and related organization.
- F. Director, officer, administrator or key person of related organization or relative of such person has financial interest in provider.
- G. Other (financial or nonfinancial) specify.

ANALYSIS OF CHANGES IN CAPITAL ASSET BALANCE		PROVIDER NO.:	PERIOD:			WORKSHEET A-7	
			From: _____				
			To: _____				
	Description	Beginning Balances	Acquisitions			Disposals and Retirements	Ending Balance
			Purchases	Donations	Total		
		1	2	3	4	5	6
1	Land						1
2	Land Improvements						2
3	Buildings and Fixtures						3
4	Building Improvements						4
5	Fixed Equipment						5
6	Movable Equipment						6
7	TOTAL						7





05-07

FORM CMS 1728-94

3290 (Cont.)

REASONABLE COST DETERMINATION FOR THERAPY SERVICES FURNISHED BY OUTSIDE SUPPLIERS

PROVIDER NO.:

PERIOD:

WORKSHEET A-8-3 PART IV & V

Check applicable box:

- Physical Therapy services rendered before 4/10/98
- Occupational Therapy
- Speech Pathology
- Physical Therapy services rendered on or after 4/10/98

**PART IV - OVERTIME COMPUTATION**

Description	Therapists	Assistants	Aides	TOTAL	
	1	2	3	4	
32 Overtime hours worked during cost reporting period (If col 4, line 32, is zero or equal to or greater than 2,080, do not complete lines 33-40 and enter zero in each column of line 41)					32
33 Overtime rate (Multiply the amounts in cols 2-4, line 8 (AHSEA) times 1.5)					33
34 Total overtime (Including base and overtime allowance) (Multiply line 32 times line 33)					34
<b>CALCULATION OF LIMIT</b>					
35 Percentage of overtime hours by category (Divide the hours in each column on line 32 by the total overtime worked - col. 4, line 32)					35
36 Allocation of provider's standard workyear for one full-time employee times the percentage on line 35 (See Instructions)					36
<b>DETERMINATION OF OVERTIME ALLOWANCE</b>					
37 Adjusted hourly salary equivalency amount (AHSEA) (From Part I, cols 2-4, line 8)					37
38 Overtime cost limitation (Line 36 times line 37)					38
39 Maximum overtime cost (Enter the lesser of line 34 or line 38)					39
40 Portion of overtime already included in hourly computation at the AHSEA (Multiply line 32 times line 37)					40
41 Overtime allowance (Line 39 minus line 40 - if negative enter zero) (Col 4, sum of cols 1-3)					41

**PART V - COMPUTATION OF THERAPY LIMITATION AND EXCESS COST ADJUSTMENT**

42 Salary equivalency amount (from Part II, line 20)					42
43 Travel allowance and expense - HHA services (from Part III, lines 29, 30 or 31)					43
44 Overtime allowance (from Part IV, col. 4, line 41)					44
45 Equipment cost (See Instructions)					45
46 Supplies (See Instructions)					46
47 Total allowance (Sum of lines 42-46)					47
48 Total cost of outside supplier services (from provider records)					48
49 Excess over limitation (line 48 minus line 47 - transfer amount to A-5, line 10, 10.1, or 10.2 as applicable - if negative, enter zero -- See Instructions)					49

COST ALLOCATION - GENERAL SERVICE COST				PROVIDER NO.:		PERIOD: From: _____ To: _____	
	NET EXPENSES FOR COST ALLOCATION (FR.WKST A, COL10)	CAPITAL RELATED COSTS		PLANT OPERATION & MAINTENANCE	TRANS- PORTATION	SUBTOTAL (cols. 0-4)	
		BLDGS & & FIXTURES	MOVABLE EQUIPMENT				
	0	1	2	3	4	4A	
<b>GENERAL SERVICE COST CENTERS</b>							
1	Capital Related - Bldg. and Fixtures		0				
2	Capital Related - Movable Equipment		0	0			
3	Plant Operation & Maintenance		0	0	0		
4	Transportation (See Instructions)		0	0	0		
5	Administrative and General						
<b>HHA REIMBURSABLE SERVICES</b>							
6	Skilled Nursing Care		0	0	0		
7	Physical Therapy		0	0	0		
8	Occupational Therapy		0	0	0		
9	Speech Pathology		0	0	0		
10	Medical Social Services		0	0	0		
11	Home Health Aide		0	0	0		
12	Supplies (See Instructions)		0	0	0		
13	Drugs		0	0	0		
13.20	Cost of Administering Vaccines						
14	DME		0	0	0		
<b>HHA NONREIMBURSABLE SERVICES</b>							
15	Home Dialysis Aide Services						
16	Respiratory Therapy						
17	Private Duty Nursing						
18	Clinic						
19	Health Promotion Activities						
20	Day Care Program						
21	Home Delivered Meals Program						
22	Homemaker Services						
23	Other						
<b>SPECIAL PURPOSE COST CENTER</b>							
24	CORF						
25	Hospice						
26	CMHC						
27	RHC						
28	FQHC						
29	Total		0	0	0		

COST ALLOCATION - STATISTICAL BASIS			PROVIDER NO.:		PERIOD:
					From: _____
					To: _____
COST CENTER	CAPITAL RELATED COSTS		PLANT OPERATION MAINTENANCE (SQUARE FEET)	TRANS-PORTATION (MILEAGE)	RECONCILIATION
	BLDGS & FIXTURES (SQUARE FEET)	MOVABLE EQUIPMENT (DOLLAR VALUE)			
	1	2			
GENERAL SERVICE COST CENTER			3	4	5A
1	Capital Related - Bldg. and Fixtures				
2	Capital Related - Movable Equipment				
3	Plant Operation & Maintenance				
4	Transportation (See Instructions)				
5	Administrative and General				
	HHA REIMBURSABLE SERVICES				
6	Skilled Nursing Care				
7	Physical Therapy				
8	Occupational Therapy				
9	Speech Pathology				
10	Medical Social Services				
11	Home Health Aide				
12	Supplies (See Instructions)				
13	Drugs				
13.20	Cost of Administering Vaccines				
14	DME				
	HHA NONREIMBURSABLE SERVICES				
15	Home Dialysis Aide Services				
16	Respiratory Therapy				
17	Private Duty Nursing				
18	Clinic				
19	Health Promotion Activities				
20	Day Care Program				
21	Home Delivered Meals Program				
22	Homemaker Services				
23	Other				
	SPECIAL PURPOSE COST CENTER				
24	CORF				
25	Hospice				
26	CMHC				
27	RHC				
28	FQHC				
29	Total				
30	Cost To Be Allocated (Per Wkst B)				
31	Unit Cost Multiplier				

FORM CMS-1728-94-B-1 (5-2007) (INSTRUCTIONS FOR THIS WORKSHEET ARE PUBLISHED IN CMS PUB. 15-II, SEC 3214)

WORKSHEET B		
ADMINISTRATIVE & GENERAL	TOTAL	
5	6	
		1
		2
		3
		4
		5
0		6
0		7
0		8
0		9
0		10
0		11
0		12
0		13
		13.20
0		14
		15
		16
		17
		18
		19
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		23
		24
		25
		26
		27
		28
0		29

**3290 (Cont.)**

WORKSHEET B-1		
ADMINISTRATIVE & GENERAL (ACCUMULATED COST)	TOTAL	
5	6	
		1
		2
		3
		4
		5
		6
		7
		8
		9
		10
		11
		12
		13
		13.20
		14
		15
		16
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		29
		30
		31

**3290 (Cont.)**

**FORM CMS 1728-94**

APPORTIONMENT OF PATIENT SERVICE COSTS

PROVIDER NO.:	PERIOD:
_____	From: _____
_____	To: _____

**PART I - AGGREGATE AGENCY COST PER VISIT COMPUTATION**

Cost Per Visit Computation		From Wkst B, Col. 6, Line:	To
Patient Services			Cost
1	Skilled Nursing	1	2
2	Physical Therapy	6	
3	Occupational Therapy	7	
4	Speech Pathology	8	
5	Medical Social Services	9	
6	Home Health Aide Services	10	
7	Total (Sum of lines 1-6)	11	

**PART II - COMPUTATION OF THE AGGREGATE MEDICARE COST AND THE AGGREGATE OF THE MEDICARE LIMITATION (2)**

MSA/CBSA CODE:		From Wkst. C, Part I, Col. 4, Line:	Average Cost Per Visit	Medicare Program Visits		Cost of Medicare Serv Par		
Total Medicare Patient Service Cost Computation				Part A	Part B		Part A	Not Subject to Deductibles & Coinsurance
					Not Subject to Deductibles & Coinsurance	Subject to Deductibles & Coinsurance		
		4	5	6	7	8	9	
1	Skilled Nursing	1						
2	Physical Therapy	2						
3	Occupational Therapy	3						
4	Speech Pathology	4						
5	Medical Social Services	5						
6	Home Health Aide Services	6						
7	Total (Sum of lines 1-6)							

Total Medicare Patient Service Cost Limitation Computation		Program Cost Limits	Medicare Program Visits		Cost of Medicare Serv Par		
			Part A	Part B		Part A	Not Subject to Deductibles & Coinsurance
				Not Subject to Deductibles & Coinsurance	Subject to Deductibles & Coinsurance		
		4	5	6	7	8	9
8	Skilled Nursing						
9	Physical Therapy						
10	Occupational Therapy						
11	Speech Pathology						
12	Medical Social Services						
13	Home Health Aide Services						
14	Total (Sum of lines 8-13 plus the subscripts of lines 1-6, respectively)						

(1) Compute the average cost per visit one time for each discipline (column 4, lines 1 through 6) for the entire home health agency.  
 (2) Complete Worksheet C, Part II once for each MSA where Medicare covered services were furnished during the cost reporting period.

APPORTIONMENT OF PATIENT SERVICE COSTS

PROVIDER NO.:	PERIOD:
_____	From: _____
	To: _____

PART III - SUPPLIES AND DRUGS COST COMPUTATION

Other Patient Services	From Wkst B, Col. 6, Line:	Total Cost	Total Charges from HHA Record)	Ratio (Col 2 ÷ 3)	Medicare Covered Charges			
					Part B			Part A
					Part A	Not Subject to Deductibles & Coinsurance	Subject to Deductibles & Coinsurance	
15	Cost of Medical Supplies	12						
16	Cost of Drugs	13						
16.20	Cost of Drugs	13.20						

PART IV - COMPARISON OF THE LESSER OF THE AGGREGATE MEDICARE COST, THE AGGREGATE OF THE MEDICARE COST PER VISIT LIMITATION AND THE AGGREGATE PER BENEFICIARY COST LIMITATION

	Medicare Program Unduplicated Census Count For Each MSA Pre 10/1/2000 (4)	Per Beneficiary Annual Limitation Per MSA/Non-MSA (From Your Intermediary)	Cost of Medicare Serv Par	
			Part A	Not Subject to Deductibles & Coinsurance
17	Total Cost of Medicare Services (Sum of the amounts from each Wkst. C, Pt. II, cols. 8, 9 & 11, respectively, lines 1-6 (exclusive of subscripts))			
18	Cost of Medical Supplies (from Part III, columns 8 and 9, line 15 (exclusive of line 15.01))			
19	Total (Sum of lines 17 and 18)			
20	Total Cost Per Visit Limitation for Medicare Services (Sum of the amounts from each Wkst. C, Pt. II, cols. 8, 9 & 11, respectively, line 14)			
21	Cost of Medical Supplies (from Part III, columns 8 and 9, line 15 (exclusive of line 15.01))			
22	Total (Sum of lines 20 and 21)			

	Per Beneficiary Cost Limitation for MSA:	MSA Code (3)				
		0	1	2	3	4
23	Per Beneficiary Cost Limitation for MSA:					
23.01	Per Beneficiary Cost Limitation for MSA:					
23.02	Per Beneficiary Cost Limitation for MSA:					
23.03	Per Beneficiary Cost Limitation for MSA:					
23.04	Per Beneficiary Cost Limitation for MSA:					
23.05	Per Beneficiary Cost Limitation for MSA:					
23.06	Per Beneficiary Cost Limitation for MSA:					
23.07	Per Beneficiary Cost Limitation for MSA:					
23.08	Per Beneficiary Cost Limitation for MSA:					
23.09	Per Beneficiary Cost Limitation for MSA:					
24	Aggregate Per Beneficiary Cost Limitation (Sum of lines 23 and subscripts thereof)					

PART V - OUTPATIENT THERAPY REDUCTION COMPUTATION

Patient Services	From Wkst. C, Part I, Col. 4, Line:	Average Cost Per Visit	Part B Subject to Deductibles and Coinsurance					
			Medicare Program Visits for Services Before 1/1/98	Medicare Program Costs for Services Before 1/1/98	Medicare Program Visits for Services 1/1/98-12/31/98	Medicare Program Visits for Services 1/1/99-9/30/00	Medicare Program Visits for Services on or after 10/1/00	Medicare Program Costs for Services 1/1/98-12/31/98
			1	2	3	4	5	5.01
25	Physical Therapy	2						
26	Occupational Therapy	3						
27	Speech Pathology	4						
28	Total (Sum of lines 25-27)							

(3) The MSA/CBSA codes flow from Worksheet S-3, Part III, line 29 and subscripts as indicated.

(4) The sum of column 1, line 24 must equal Worksheet S-3, Part I, column 2, line 10.01.

WORKSHEET C  
PARTS I & II

	Average Cost Per Visit (Cols 2 + 3) (1)	
total		
Visits		
3	4	
		1
		2
		3
		4
		5
		6
		7

ices		
t B		
Subject to Deductibles & Coinsurance	Total (Sum of Cols 8 & 9)	
10	11	
		1
		2
		3
		4
		5
		6
		7

ices		
t B		
Subject to Deductibles & Coinsurance	Total (Sum of Cols 8 & 9)	
10	11	
		8
		9
		10
		11
		12
		13
		14



**3290 (Cont.)**

WORKSHEET C  
PARTS III, IV & V

Cost of Services		
Part B		
Not Subject to Deductibles & Coinsurance	Subject to Deductibles & Coinsurance	
9	10	
		15
		16
		16.20

ices		
Part B		
Subject to Deductibles & Coinsurance	Total (Sum of Cols 3 & 4)	
5	6	
		17
		18
		19
		20
		21
		22

5	(Col 1 x 2) 6	
		23
		23.01
		23.02
		23.03
		23.04
		23.05
		23.06
		23.07
		23.08
		23.09
		24

Application of the Reasonable Cost Reduction	Reasonable Costs Net of Adjustments	
7	8	
		25
		26
		27
		28

CALCULATION OF REIMBURSEMENT SETTLEMENT - PART A AND PART B SERVICES	PROVIDER NO.: _____	PERIOD: From: _____ To: _____	WORKSHEET D
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PART I - COMPUTATION OF THE LESSER OF REASONABLE COST OR CUSTOMARY CHARGES				
Description	PART A	PART B		
		Not Subject to Deductibles & Coinsurance	Subject to Deductibles & Coinsurance	
	1	2	3	
<b>Reasonable Cost of Title XVIII - Part A &amp; Part B Services</b>				
1	Reasonable Cost of Services (See Instructions)			1
2	Cost of Services, RHC & FQHC			2
3	Sum of Lines 1 and 2			3
4	Total charges for title XVIII - Part A and Part B Services - Pre 10/1/2000			4
4.01	Total charges for title XVIII - Part A and Part B Services - Post 9/30/2000			4.01
<b>Customary Charges</b>				
5	Amount actually collected from patients liable for payment for services on a charge basis (From your records)			5
6	Amount that would have been realized from patients liable for payment for services on a charge basis had such payment been made in accordance with 42 CFR 413.13(b)			6
7	Ratio of line 5 to 6 (Not to exceed 1.000000)			7
8	Total customary charges - title XVIII (Multiply line 7 by line 4 for column 1) (Multiply line 7 by the sum of lines 4 & 4.01 for columns 2 & 3, respectively) (See Instructions)			8
9	Excess of total customary charges over total reasonable cost (Complete only if line 8 exceeds line 3)			9
10	Excess of reasonable cost over customary charges (Complete only if line 3 exceeds line 8)			10
11	Primary Payer Amounts			11

PART II - COMPUTATION OF REIMBURSEMENT SETTLEMENT				
Description		PART A Services	PART B Services	
		1	2	
12	Total reasonable cost (See Instructions)			12
12.01	Total PPS Payment - Full Episodes without Outliers			12.01
12.02	Total PPS Payment - Full Episodes with Outliers			12.02
12.03	Total PPS Payment - LUPA Episodes			12.03
12.04	Total PPS Payment - PEP Only Episodes			12.04
12.05	Total PPS Payment - SCIC within a PEP Episodes			12.05
12.06	Total PPS Payment - SCIC Only Episodes			12.06
12.07	Total PPS Outlier Payment - Full Episodes with Outliers			12.07
12.08	Total PPS Outlier Payment - PEP Only Episodes			12.08
12.09	Total PPS Outlier Payment - SCIC within a PEP Episodes			12.09
12.10	Total PPS Outlier Payment - SCIC Only Episodes			12.10
12.11	Total Other Payments			12.11
12.12	DME Payment			12.12
12.13	Oxygen Payment			12.13
12.14	Prosthetics and Orthotics Payment			12.14
13	Part B deductibles billed to Medicare patients (exclude coinsurance)			13
14	Subtotal (Sum of lines 12-12.14 minus line 13)			14
15	Excess reasonable cost (from line 10)			15
16	Subtotal (Line 14 minus line 15)			16
17	Coinsurance billed to Medicare patients (From your records)			17
18	Net cost (Line 16 minus line 17)			18
19	Reimbursable bad debts (From your records)			19
20	Pneumococcal Vaccine			20
21	Total Costs - Current cost reporting period (See Instructions)			21
22	Amounts applicable to prior cost reporting periods resulting from disposition of depreciable assets			22
23	Recovery of excess depreciation resulting from agencies' termination or decrease in Medicare utilization			23
24	Unrefunded charges to beneficiaries for excess costs erroneously collected based on correction of cost limit			24
25	Total cost before sequestration and other adjustments- (line 21 plus/minus line 22 minus sum of lines 23 and 24)			25
25.5	Other Adjustments (see instructions) (specify)			25.5
26	Sequestration Adjustment (See Instructions)			26
27	Amount reimbursable after sequestration and other adjustments (Line 25 plus line 25.5 minus line 26)			27
28	Total interim payments (From Worksheet D-1, line 4)			28
28.5	Tentative settlement (For intermediary use only)			28.5
29	Balance due HHA/Medicare program (Line 27 minus line 28) (Indicate overpayments in brackets)			29
30	Protested amounts (nonallowable cost report items) in accordance with CMS Pub. 15-II, section 115.2			30
31	Balance due HHA/Medicare program (Line 29 minus line 30) (Indicate overpayments in brackets)			31

FORM CMS-1728-94-D (3-2004) (INSTRUCTIONS FOR THIS WORKSHEET ARE PUBLISHED IN CMS PUB. 15-II, SEC. 3216 - 3216.2)

ANALYSIS OF PAYMENTS TO HHAS FOR SERVICES RENDERED TO PROGRAM BENEFICIARIES	PROVIDER NO.: _____	PERIOD: From: _____ To: _____	WORKSHEET D-1
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Description	PART A		PART B		
	mm/dd/yyyy	Amount	mm/dd/yyyy	Amount	
	1	2	3	4	
1	Total interim payments paid to provider				1
2	Interim pymts payable on individual bills either submitted or to be submitted to the intermediary, for services rendered in the cost reporting period. If none, write "NONE" or enter a zero.				2
3	List separately each retroactive lump sum adjustment amount based on subsequent revision of the interim rate for the cost reporting period. Also show date of each payment. If none write "NONE" or enter a zero.(1)	Program to Provider	.01		3.01
			.02		3.02
		Provider to Program	.03		3.03
			.04		3.04
			.05		3.05
			.50		3.50
			.51		3.51
			.52		3.52
			.53		3.53
			.54		3.54
SUBTOTAL (Sum of lines 3.01-3.49, minus sum of lines 3.50-3.98)		.99		3.99	
4	TOTAL INTERIM PAYMENTS (Sum of lines 1, 2 and 3.99)(Transfer to Wkst D, Part II, column as appropriate, line 28)				4
TO BE COMPLETED BY INTERMEDIARY					
5	List separately each tentative settlement payment after desk review. Also show date of each payment. If none, write "NONE" or enter a zero. (1) "NONE" or enter a zero. (1)	Program to Provider	.01		5.01
			.02		5.02
		Provider to Program	.03		5.03
			.50		5.50
			.51		5.51
			.52		5.52
SUBTOTAL (Sum of lines 5.01-5.49 minus sum of lines 5.50-5.98)		.99		5.99	
6	Determine net settlement amount (balance due) based on the cost report (See Instructions)	Program to Provider	.01		6.01
		Provider to Program	.02		6.02
7	TOTAL MEDICARE PROGRAM LIABILITY (See Instructions)				7
Name of Intermediary			Intermediary Number		
Signature of Authorized Person			Date: Month, Day, Year		

(1) On lines 3, 5 and 6, where an amount is due "Provider to Program," show the amount and date on which the provider agrees to the amount of repayment, even though total repayment is not accomplished until a later date.

BALANCE SHEET (To be completed by all providers maintaining fund type accounting records. Nonproprietary providers not maintaining fund type accounting records, should complete the "General Fund" column only.)		PROVIDER NO.:	PERIOD: From: _____ To: _____		WORKSHEET F
ASSETS (Omit Cents)		GENERAL FUND 1	SPECIFIC PURPOSE FUND 2	ENDOWMENT FUND 3	PLANT FUND 4
<b>CURRENT ASSETS</b>					
1	Cash on hand and in banks				1
2	Temporary investments				2
3	Notes receivable				3
4	Accounts Receivable				4
5	Other Receivables				5
6	Less: Allowance for uncollectible notes and accounts receivable	( )			6
7	Inventory				7
8	Prepaid Expenses				8
9	Other current assets				9
10	Due from other funds				10
11	TOTAL CURRENT ASSETS (Sum of lines 1-10)				11
<b>FIXED ASSETS</b>					
12	Land				12
13	Land Improvements				13
14	Less: Accumulated Depreciation	( )			14
15	Buildings				15
16	Less: Accumulated Depreciation	( )			16
17	Leasehold improvements				17
18	Less: Accumulated Depreciation	( )			18
19	Fixed equipment				19
20	Less: Accumulated Depreciation	( )			20
21	Automobiles and trucks				21
22	Less: Accumulated Depreciation	( )			22
23	Major movable equipment				23
24	Less: Accumulated Depreciation	( )			24
25	Minor equipment nondepreciable				25
26	Other fixed assets				26
27	TOTAL FIXED ASSETS (Sum of lines 12-26)				27
<b>OTHER ASSETS</b>					
28	Investments				28
29	Deposits on leases				29
30	Due from owners/officers				30
31					31
32	TOTAL OTHER ASSETS (Sum of lines 28-31)				32
33	TOTAL ASSETS (Sum of lines 11, 27 and 32)				33
<b>LIABILITIES AND FUND BALANCE (Omit Cents)</b>					
<b>CURRENT LIABILITIES</b>					
34	Accounts payable				34
35	Salaries, wages & fees payable				35
36	Payroll taxes payable				36
37	Notes & loans payable (short term)				37
38	Deferred income				38
39	Accelerated payments				39
40	Due to other funds				40
41	Other (Specify)				41
42	TOTAL CURRENT LIABILITIES (Sum of lines 34-41)				42
<b>LONG TERM LIABILITIES</b>					
43	Mortgage payable				43
44	Notes payable				44
45	Unsecured Loans				45
46	Loans from owners - prior to 7/1/66				46
47	Loans from owners - on or after 7/1/66				47
48	Other (Specify)				48
49	TOTAL LONG TERM LIABILITIES (Sum of lines 43-48)				49
50	TOTAL LIABILITIES (Sum of lines 42 and 49)				50
<b>CAPITAL ACCOUNTS</b>					
51	General fund balance				51
52	Specific purpose fund balance				52
53	Donor created--Endowment fund balance--restricted				53
54	Donor created--Endowment fund balance--unrestricted				54
55	Governing body created--Endowment fund balance				55
56	Plant fund balance--Invested in plant				56
57	Plant fund balance-- Reserve for plant improvement, replacement and expansion				57
58	TOTAL FUND BALANCES (Sum of lines 51 thru 57)				58
59	TOTAL LIABILITIES AND FUND BALANCE (Sum of lines 50 and 58)				59

( ) = contra amount

STATEMENT OF REVENUE AND EXPENSES		PROVIDER NO.:	PERIOD From: _____ To: _____	WORKSHEET F-1
1	Total patient revenues			1
2	Less: Allowances and discounts on patients' accounts			2
3	Net patient revenues (Line 1 minus line 2)			3
4	Operating expenses (From Worksheet A, column 6, line 29)			4
5	Additions to operating expenses (Specify)			5
6				6
7				7
8				8
9				9
10				10
11	Subtractions from operating expenses (Specify)			11
12				12
13				13
14				14
15				15
16				16
17	Less total operating expenses (net of lines 4 thru 16)			17
18	Net income from service to patients (Line 3 minus line 17)			18
Other income:				
19	Contributions, donations, bequests, etc.			19
20	Income from investments			20
21	Purchase discounts			21
22	Rebates and refunds of expenses			22
23	Sale of Medical and Nursing Supplies to other than patients			23
24	Sale of durable medical equipment to other than patients			24
25	Sale of drugs to other than patients			25
26	Sale of medical records and abstracts			26
27	Other revenues (Specify)			27
28				28
29				29
30				30
31				31
32	Total Other Income (Sum of lines 19 thru 31)			32
33	Net Income or Loss for the period (Line 18 plus line 32)			33

STATEMENT OF CHANGES IN FUND BALANCES		PROVIDER NO.:				PERIOD: From: _____ To: _____		WORKSHEET F-2		
		GENERAL FUND		SPECIFIC PURPOSE FUND		ENDOWMENT FUND		PLANT FUND		
		1	2	3	4	5	6	7	8	
1	Fund balances at beginning of period									1
2	Net Income (loss) (From Worksheet F-1, line 33)									2
3	Total (Sum of line 1 and line 2)									3
4	Additions (Credit adjustments) (Specify)									4
5										5
6										6
7										7
8										8
9	Total Additions (Sum of lines 4-8)									9
10	Subtotal (line 3 plus line 9)									10
11	Deductions (Debit adjustments) (Specify)									11
12										12
13										13
14										14
15										15
16	Total Deductions (Sum of lines 11-15)									16
17	Fund balance at end of period per balance sheet (line 10 minus line 16)									17



**Rev. 7**



COMPUTATION OF CORF COSTS	PROVIDER NO.: _____ CORF NO.: _____	PERIOD: FROM: _____ TO: _____
---------------------------	--	-------------------------------------

**PART I - APPORTIONMENT OF CORF COST CENTERS NET OF THE APPLICABLE REASONABLE COST REDUCTION**

	CORF COST CENTER (OMIT CENTS)	TOTAL COSTS (FROM SUPP. WKST. J-1, PT. I, COL. 8) (1)	TOTAL CORF CHARGES (2)	RATIO OF COSTS TO CHARGES (COL. 1 / COL. 2)	TITLE XVIII CORF CHARGES *	TITLE XVIII CORF COSTS (COL. 3 X COL. 4)	TITLE XVIII CORF CHARGES ON OR AFTER 1/1/98 *
		1	2	3	4	5	6
1	Administrative and General						
2	Skilled Nursing Care						
3	Physical Therapy						
4	Occupational Therapy						
5	Speech Pathology						
6	Medical Social Services						
7	Respiratory Therapy						
8	Psychological Services						
9	Prosthetic and Orthotic Devices						
10	Drugs and Biologicals						
11	Medical Supplies						
12	Durable Medical Equipment-Rented						
13	Durable Medical Equipment-Sold						
14	Other Part B Services						
15	TOTALS (Sum of lines 2-14)						

**PART II - APPORTIONMENT OF COST OF CORF SERVICES FURNISHED BY HHA DEPARTMENTS**

	SERVICES FURNISHED BY HHA DEPARTMENTS	Fr. Wkst. B, Col 6, Line:					
16	Respiratory Therapy	16					
17	Physical Therapy	7					
18	Occupational Therapy	8					
19	Speech Pathology	9					
20	Supplies	12					
21	Drugs Charged to Patients	13					
23	Total (Sum of lines 16 through 21)						

- (1) Cost for Part II, lines 16-22 are obtained from Worksheet B, column 6, lines as appropriate
- (2) Charges for Part II, column 2 are total facility charges for each cost center and are obtained from provider records

**PART III- TOTAL CORF COSTS**

	24 Total CORF costs - Add the amount from Part I, column 9, line 15 and the amount from Part II, column 9, line 23. Add the amounts from Part I, line 15 and Part II, line 23 for columns 4 through 8, respectively.	4	5	6
--	---	---	---	---

Transfer the amount in Part III, column 9 to Worksheet J-3, line 1.

\* See instructions for fee scheduled payment basis items for services rendered on or after January 1, 1999.



**3290 (Cont.)**

	WORKSHEET J-1 PARTS I & II
--	-------------------------------

SUB-TOTAL 6	ALLOCATED CORF A&G (SEE PART II) 7	TOTAL (SUM OF COLS 6 & 7) 8	
			1
			2
			3
			4
			5
			6
			7
			8
			9
			10
			11
			12
			13
			14
			15

		1
		2
		3
		4

---



**3290 (Cont.)**

WORKSHEET J-2

<hr/> <hr/>	
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TITLE XVIII CORF COSTS ON OR AFTER 1/1/98	REASONABLE COST REDUCTION AMOUNT	TITLE XVIII COST NET OF REASONABLE COST REDUCTION	
7	8	9	
			1
			2
			3
			4
			5
			6
			7
			8
			9
			10
			11
			12
			13
			14
			15

			16
			17
			18
			19
			20
			21
			23

7	8	9	
			24

---



**3290 (Cont.)**

**FORM CMS 1728-94**

**08-99**

ALLOCATION OF GENERAL SERVICE COSTS TO CORF COST CENTERS

PROVIDER NO.:

PERIOD:

WORKSHEET J-1

CORF NO.:

FROM: \_\_\_\_\_  
TO: \_\_\_\_\_

PART III

**PART III - ALLOCATION OF GENERAL SERVICE COSTS TO CORF COST CENTERS - STATISTICAL BASIS**

CORF COST CENTER (OMIT CENTS)	CAPITAL RELATED COSTS		PLANT OPERATION & MAINTENANCE (SQUARE FEET)	TRANSPORTATION (MILEAGE)	RECONCILIATION	ADMINISTRATIVE & GENERAL (ACCUMULATED COST)	
	BLDGS & FIXTURES (SQUARE FEET)	MOVABLE EQUIPMENT (SQUARE FEET)					
	1	2					
1 Administrative and General							1
2 Skilled Nursing Care							2
3 Physical Therapy							3
4 Occupational Therapy							4
5 Speech Pathology							5
6 Medical Social Services							6
7 Respiratory Therapy							7
8 Psychological Services							8
9 Prosthetic and Orthotic Devices							9
10 Drugs and Biologicals							10
11 Medical Supplies							11
12 Durable Medical Equipment-Rented							12
13 Durable Medical Equipment-Sold							13
14 Other Part B Services							14
15 TOTALS (Sum of lines 1-14)							15
16 Total Cost to be Allocated							16
17 Unit Cost Multiplier							17

FORM CMS 1728-94-J-1 (11-1998) (INSTRUCTIONS FOR THIS WORKSHEET ARE PUBLISHED IN CMS PUB.15-II, SEC. 3221.3)

CALCULATION OF REIMBURSEMENT SETTLEMENT - CORF SERVICES	CORF NO.:	FROM: _____	WORKSHEET J-3
	_____	TO: _____	

## PART I-COMPUTATION OF CUSTOMARY CHARGES FOR CORF SERVICES

1	Total reasonable cost of CORF services (See instructions)		1
1.1	Total reasonable cost of CORF services prior to 1/1/1998 (Reasonable cost basis) (See instructions)		1.1
1.2	Total reasonable cost of CORF services on or after 1/1/1998 (Subject to LCC) (See instructions)		1.2
2	Primary payment amounts (CORF services)		2
3	Net cost (Line 1 minus line 2)		3
4	Total CORF charges		4
Customary Charges			
5	Amounts actually collected from patients liable for payments for CORF services on a charge basis (From your records)		5
6	Amount that would have been realized from patients liable for payment for CORF services on a charge basis had such payment been made in accordance with 42 CFR 413.13(b)		6
7	Ratio of line 5 to line 6 (Not to exceed 1.000000)		7
8	Total customary charges - CORF services (Multiply line 7 x line 4)		8
8.1	Total customary charges - CORF services prior to 1/1/1998 (Reasonable cost basis) (See instructions)		8.1
8.2	Total customary charges - CORF services on or after 1/1/1998 (Subject to LCC) (See instructions)		8.2

## COMPUTATION OF LESSER OF REASONABLE COSTS OR CUSTOMARY CHARGES FOR CORF SERVICES FURNISHED IN CALENDAR YEAR 1998

8.3	Excess of customary charges over reasonable costs (Complete only if line 8.2 exceeds line 1.2) (See instructions)		8.3
8.4	Excess of reasonable costs over customary charges (Complete only if line 1.2 exceeds line 8.2) (See instructions)		8.4

## PART II - COMPUTATION OF REIMBURSEMENT SETTLEMENT

9	Cost of CORF services (From line 3)		9
10	Part B deductible billed to Program patients (exclude coinsurance amounts)		10
11	Net Cost (Line 9 minus line 10)		11
11.1	Excess of reasonable costs over customary charges for services rendered on or after 1/1/1998 (from line 8.4)		11.1
11.2	Subtotal (line 11 minus line 11.1)		11.2
12	80% of Part B cost (80% x line 11.2)		12
13	Actual coinsurance billed to Program patients (From your records)		13
14	Net cost less actual billed coinsurance (Line 11 minus line 13)		14
15	Reimbursable bad debts (See instructions)		15
16	Net reimbursable amount (Line 15 plus the lesser of line 12 or line 14)		16
17	Amounts applicable to prior cost reporting periods resulting from disposition of depreciable assets		17
18	Recovery of excess depreciation resulting from facility's termination or a decrease in Program utilization		18
19	Other adjustments (specify)		19
20	Total Cost - reimbursable to provider (Line 16 minus lines 17 and 18 and plus or minus line 19)		20
21	Sequestration Adjustment (See instructions)		21
22	Amount due provider after sequestration adjustment (Amount on line 20 minus line 21)		22
23	Interim payments		23
23.5	Tentative settlement (For intermediary use only)		23.5
24	Balance due CORF/Program (Line 22 minus line 23) (Indicate overpayments in brackets)		24
25	Protested amounts (nonallowable cost report items) in accordance with PRM II, Sec. 115.2(B)		25
26	Balance due CORF/Program (Line 24 minus line 25) (Indicate overpayments in brackets)		26

FORM CMS 1728-94-J-3 (5-2000) (INSTRUCTIONS PUBLISHED IN THIS WORKSHEET ARE PUBLISHED IN CMS PUB. 15-II, SEC. 3223-3223.2



ANALYSIS OF PAYMENTS TO PROVIDER-BASED CORF FOR SERVICES RENDERED TO PROGRAM BENEFICIARIES	CORF NO.: _____	FROM: _____ TO: _____	WORKSHEET J-4
--	-----------------	--------------------------	---------------

1	DESCRIPTION	PART B			
		1	2		
		mm/dd/yyyy	Amount		
	Total interim payments paid to CORF			1	
2	Interim payments payable on individual bills either, submitted or to be submitted to the intermediary, for services rendered in the cost reporting period. If none, write "NONE" or enter a zero.			2	
3	List separately each retroactive lump sum adjustment amount based on subsequent revision of the interim rate for the cost reporting period. Also show date of each payment. If none write "NONE" or enter a zero. (1)	Program to Provider	.01		3.01
			.02		3.02
			.03		3.03
			.04		3.04
			.05		3.05
		Provider to Program	.50		3.50
			.51		3.51
			.52		3.52
			.53		3.53
			.54		3.54
	SUBTOTAL (Sum of lines 3.01-3.49, minus sum of lines 3.50-3.98)	.99		3.99	
4	TOTAL INTERIM PAYMENTS (Sum of lines 1, 2 and 3.99) (Transfer to Supp. Wkst J-3, Part II, line 23)			4	

TO BE COMPLETED BY INTERMEDIARY

5	List separately each tentative settlement payment after desk review. Also show date of each payment. If none, write "NONE" or enter a zero. (1)	Program to Provider	.01		5.01
			.02		5.02
			.03		5.03
			.50		5.50
			.51		5.51
		Provider to Program	.52		5.52
					5.99
	SUBTOTAL (Sum of lines 5.01-5.49, minus sum of lines 5.50-5.98)	.99		5.99	
6	Determine net settlement amount (balance due) based on the cost report (SEE INSTRUCTIONS). (1)	Program to Provider	.01		6.01
			.02		6.02
		Provider to Program			7
7	TOTAL MEDICARE PROGRAM LIABILITY (See Instructions)			7	

Name of Intermediary \_\_\_\_\_ Intermediary Number \_\_\_\_\_

Signature of Authorized Person \_\_\_\_\_ Date: (Month, Day, Year) \_\_\_\_\_

(1) On lines 3, 5 and 6, where an amount is due "Provider to Program," show the amount and date on which the provider agrees to the amount of repayment, even though total repayment is not accomplished until a later date.

RECLASSIFICATION AND ADJUSTMENT OF TRIAL BALANCE OF EXPENSES

PROVIDER NO: \_\_\_\_\_

PERIOD: FROM: \_\_\_\_\_

WORKSHEET K

HOSPICE NO.: \_\_\_\_\_

TO: \_\_\_\_\_

COST CENTER DESCRIPTIONS	SALARIES (From Wkst.K-1)	EMPLOYEE BENEFITS (From Wkst. K-2)	TRANSPOR- TATION (See inst.)	CON- TRACTED SERVICES (From Wkst. K-3)	OTHER	TOTAL (cols. 1-5)	RECLAS- SIFICATION	SUBTOTAL (col. 6 ± col. 7)	ADJUST- MENTS	TOTAL (col. 8 ± col. 9)
	1	2	3	4	5	6	7	8	9	10
<b>GENERAL SERVICE COST CENTERS</b>										
1 Capital Related Costs-Bldg and Fixt.										1
2 Capital Related Costs-Movable Equip.										2
3 Plant Operation and Maintenance										3
4 Transportation - Staff										4
5 Volunteer Service Coordination										5
6 Administrative and General										6
<b>INPATIENT CARE SERVICE</b>										
7 Inpatient - General Care										7
8 Inpatient - Respite Care										8
<b>VISITING SERVICES</b>										
9 Physician Services										9
10 Nursing Care										10
10.20 Nursing Care - Continuous Home Care										10.20
11 Physical Therapy										11
12 Occupational Therapy										12
13 Speech/ Language Pathology										13
14 Medical Social Services										14
15 Spiritual Counseling										15
16 Dietary Counseling										16
17 Counseling - Other										17
18 Home Health Aide and Homemaker										18
18.20 Home Health Aide and Homemaker-Cont Home Care										18.20
19 Other										19
<b>OTHER HOSPICE SERVICE COSTS</b>										
20 Drugs, Biological and Infusion Therapy										20
20.30 Analgesics										20.30
20.31 Sedatives/Hypnotics										20.31
20.32 Other - specify										20.32
21 Durable Medical Equipment/Oxygen										21
22 Patient Transportation										22
23 Imaging Services										23
24 Labs and Diagnostics										24
25 Medical Supplies										25
26 Outpatient Services (incl. E/R Dept.)										26
27 Radiation Therapy										27
28 Chemotherapy										28
29 Other										29
<b>HOSPICE NONREIMBURSABLE SERV.</b>										
30 Bereavement Program Costs										30
31 Volunteer Program Costs										31
32 Fundraising										32
33 Other Program Costs										33
34 Total (sum of line 1 thru 33)										34

The net expenses for cost allocation on Worksheet A for the Hospice cost center line must equal the total facility costs in column 10, line 34 of this worksheet.

COMPENSATION ANALYSIS - SALARIES AND WAGES

PROVIDER NO:

PERIOD:

WORKSHEET K-1

HOSPICE NO.:

FROM: \_\_\_\_\_  
TO: \_\_\_\_\_

COST CENTER DESCRIPTIONS (omit cents)	ADMINIS TRATOR	DIRECTOR	SOCIAL SERVICES	SUPERVISORS	NURSES	TOTAL THERAPISTS	AIDES	ALL OTHER	TOTAL (1)	
	1	2	3	4	5	6	7	8	9	
GENERAL SERVICE COST CENTERS										
1 Capital Related Costs-Bldg and Fixt.										1
2 Capital Related Costs-Movable Equip.										2
3 Plant Operation and Maintenance										3
4 Transportation - Staff										4
5 Volunteer Service Coordination										5
6 Administrative and General										6
INPATIENT CARE SERVICE										
7 Inpatient - General Care										7
8 Inpatient - Respite Care										8
VISITING SERVICES										
9 Physician Services										9
10 Nursing Care										10
10.20 Nursing Care - Continuous Home Care										10.20
11 Physical Therapy										11
12 Occupational Therapy										12
13 Speech/ Language Pathology										13
14 Medical Social Services										14
15 Spiritual Counseling										15
16 Dietary Counseling										16
17 Counseling - Other										17
18 Home Health Aide and Homemaker										18
18.20 Home Health Aide and Homemaker-Cont Home Care										18.20
19 Other										19
OTHER HOSPICE SERVICE COSTS										
20 Drugs Biological and Infusion Therapy										20
20.30 Analgesics										20.30
20.31 Sedatives/Hypnotics										20.31
20.32 Other - specify										20.32
21 Durable Medical Equipment/ Oxygen										21
22 Patient Transportation										22
23 Imaging Services										23
24 Labs and Diagnostics										24
25 Medical Supplies										25
26 Outpatient Services (incl. E/R Dept.)										26
27 Radiation Therapy										27
28 Chemotherapy										28
29 Other										29
HOSPICE NONREIMBURSABLE SERV.										
30 Bereavement Program Costs										30
31 Volunteer Program Costs										31
32 Fundraising										32
33 Other Program Costs										33
34 Total (sum of line 1 thru 33)										34

(1) Transfer the amount in column 9 to Wkst K, column 1

FORM CMS-1728-94-K-1 (5-2007) (INSTRUCTIONS FOR THIS WORKSHEET ARE PUBLISHED IN CMS PUB. 15-II, SECTION 3241)

COMPENSATION ANALYSIS - EMPLOYEE BENEFITS (PAYROLL RELATED)

PROVIDER NO:

PERIOD:  
FROM: \_\_\_\_\_  
TO: \_\_\_\_\_

WORKSHEET K-2

HOSPICE NO.:

COST CENTER DESCRIPTIONS (omit cents)	ADMINIS TRATOR	DIRECTOR	SOCIAL SERVICES	SUPER-VISORS	NURSES	TOTAL THERAPISTS	AIDES	ALL OTHER	TOTAL (1)	
	1	2	3	4	5	6	7	8	9	
GENERAL SERVICE COST CENTERS										
1 Capital Related Costs-Bldg and Fixt.										1
2 Capital Related Costs-Movable Equip.										2
3 Plant Operation and Maintenance										3
4 Transportation - Staff										4
5 Volunteer Service Coordination										5
6 Administrative and General										6
INPATIENT CARE SERVICE										
7 Inpatient - General Care										7
8 Inpatient - Respite Care										8
VISITING SERVICES										
9 Physician Services										9
10 Nursing Care										10
10.20 Nursing Care - Continuous Home Care										10.20
11 Physical Therapy										11
12 Occupational Therapy										12
13 Speech/ Language Pathology										13
14 Medical Social Services										14
15 Spiritual Counseling										15
16 Dietary Counseling										16
17 Counseling - Other										17
18 Home Health Aide and Homemaker										18
18.20 Home Health Aide and Homemaker-Cont Home Care										18.20
19 Other										19
OTHER HOSPICE SERVICE COSTS										
20 Drugs Biological and Infusion Therapy										20
20.30 Analgesics										20.30
20.31 Sedatives/Hypnotics										20.31
20.32 Other - specify										20.32
21 Durable Medical Equipment/ Oxygen										21
22 Patient Transportation										22
23 Imaging Services										23
24 Labs and Diagnostics										24
25 Medical Supplies										25
26 Outpatient Services (incl. E/R Dept.)										26
27 Radiation Therapy										27
28 Chemotherapy										28
29 Other										29
HOSPICE NONREIMBURSABLE SERV.										
30 Bereavement Program Costs										30
31 Volunteer Program Costs										31
32 Fundraising										32
33 Other Program Costs										33
34 Total (sum of line 1 thru 33)										34

(1) Transfer the amount in column 9 to Wkst K, column 2

FORM CMS-1728-94-K-2 (5-2007) (INSTRUCTIONS FOR THIS WORKSHEET ARE PUBLISHED IN CMS PUB. 15-II, SECTION 3242)

COMPENSATION ANALYSIS - CONTRACTED SERVICES/PURCHASED SERVICES

PROVIDER NO:

PERIOD:

WORKSHEET K-3

HOSPICE NO.:

FROM: \_\_\_\_\_

TO: \_\_\_\_\_

COST CENTER DESCRIPTIONS (omit cents)	ADMINIS TRATOR	DIRECTOR	SOCIAL SERVICES	SUPER-VISORS	NURSES	TOTAL THERAPISTS	AIDES	ALL OTHER	TOTAL (1)		
	1	2	3	4	5	6	7	8	9		
<b>GENERAL SERVICE COST CENTERS</b>											
1 Capital Related Costs-Bldg and Fixt.											1
2 Capital Related Costs-Movable Equip.											2
3 Plant Operation and Maintenance											3
4 Transportation - Staff											4
5 Volunteer Service Coordination											5
6 Administrative and General											6
<b>INPATIENT CARE SERVICE</b>											
7 Inpatient - General Care											7
8 Inpatient - Respite Care											8
<b>VISITING SERVICES</b>											
9 Physician Services											9
10 Nursing Care											10
10.20 Nursing Care - Continuous Home Care											10.20
11 Physical Therapy											11
12 Occupational Therapy											12
13 Speech/ Language Pathology											13
14 Medical Social Services											14
15 Spiritual Counseling											15
16 Dietary Counseling											16
17 Counseling - Other											17
18 Home Health Aide and Homemaker											18
18.20 Home Health Aide and Homemaker-Cont Home Care											18.20
19 Other											19
<b>OTHER HOSPICE SERVICE COSTS</b>											
20 Drugs, Biological and Infusion Therapy											20
20.30 Analgesics											20.30
20.31 Sedatives/Hypnotics											20.31
20.32 Other - specify											20.32
21 Durable Medical Equipment/Oxygen											21
22 Patient Transportation											22
23 Imaging Services											23
24 Labs and Diagnostics											24
25 Medical Supplies											25
26 Outpatient Services (incl. E/R Dept.)											26
27 Radiation Therapy											27
28 Chemotherapy											28
29 Other											29
<b>HOSPICE NONREIMBURSABLE SERV.</b>											
30 Bereavement Program Costs											30
31 Volunteer Program Costs											31
32 Fundraising											32
33 Other Program Costs											33
34 Total (sum of line 1 thru 33)											34

(1) Transfer the amount in column 9 to Wkst K, column 4

FORM CMS-1728-94-K-3 (5-2007) (INSTRUCTIONS FOR THIS WORKSHEET ARE PUBLISHED IN CMS PUB. 15-II, SECTION 3243)

COST ALLOCATION - HOSPICE GENERAL SERVICE COST

PROVIDER NO:

PERIOD:

WORKSHEET K-4  
PART I

HOSPICE NO.:

FROM: \_\_\_\_\_  
TO: \_\_\_\_\_

COST CENTER DESCRIPTIONS	NET EXPENSES FOR COST ALLOC. (FR. WKST K, COL. 10)	CAPITAL RELATED COST		PLANT OPERATION & MAINT. 3	TRANS-PORTATION 4	VOLUNTEER SERVICES COORDI-NATOR 5	SUBTOTAL (col. 0 - 5) 5A	ADMINIS-TRATIVE & GENERAL 6	TOTAL 7
	0	BUILDINGS & FIXTURES 1	MOVABLE EQUIPMENT 2						
GENERAL SERVICE COST CENTERS									
1 Capital Related Costs-Bldg and Fixt.									1
2 Capital Related Costs-Movable Equip.									2
3 Plant Operation and Maintenance									3
4 Transportation - Staff									4
5 Volunteer Service Coordination									5
6 Administrative and General									6
INPATIENT CARE SERVICE									
7 Inpatient - General Care									7
8 Inpatient - Respite Care									8
VISITING SERVICES									
9 Physician Services									9
10 Nursing Care									10
10.20 Nursing Care - Continuous Home Care									10.20
11 Physical Therapy									11
12 Occupational Therapy									12
13 Speech/ Language Pathology									13
14 Medical Social Services - Direct									14
15 Spiritual Counseling									15
16 Dietary Counseling									16
17 Counseling - Other									17
18 Home Health Aide and Homemakers									18
18.20 Home Health Aide and Homemaker-Cont Home Care									18.20
19 Other									19
OTHER HOSPICE SERVICE COSTS									
20 Drugs, Biologicals and Infusion									20
20.30 Analgesics									20.30
20.31 Sedatives/Hypnotics									20.31
20.32 Other - specify									20.32
21 Durable Medical Equipment/Oxygen									21
22 Patient Transportation									22
23 Imaging Services									23
24 Labs and Diagnostics									24
25 Medical Supplies									25
26 Outpatient Services (incl. E/R Dept.)									26
27 Radiation Therapy									27
28 Chemotherapy									28
29 Other									29
HOSPICE NONREIMBURSABLE SERV.									
30 Bereavement Program Costs									30
31 Volunteer Program Costs									31
32 Fundraising									32
33 Other Program Costs									33
34 Total (sum of line 1 thru 33)									34

FORM CMS-1728-94-K-4 (5-2007) (INSTRUCTIONS FOR THIS WORKSHEET ARE PUBLISHED IN CMS PUB. 15-II, SECTION 3244)

COST ALLOCATION - HOSPICE STATISTICAL BASIS

PROVIDER NO: \_\_\_\_\_  
HOSPICE NO.: \_\_\_\_\_

PERIOD:  
FROM: \_\_\_\_\_  
TO: \_\_\_\_\_

WORKSHEET K-4  
PART II

COST CENTER DESCRIPTIONS	CAPITAL RELATED COST		PLANT OPERATION & MAINT. (SQ. FT.)	TRANS-PORTATION (MILEAGE)	VOLUNTEER SERVICES COORDINATOR (HOURS)	RECONCILIATION	ADMINISTRATIVE & GENERAL (ACC. COST)	
	BUILDINGS & FIXTURES (SQUARE FEET)	MOVABLE EQUIPMENT (DOLLAR VALUE)						
	1	2						
GENERAL SERVICE COST CENTERS								
1 Capital Related Costs-Buildings and Fixtures								1
2 Capital Related Costs-Movable Equipment								2
3 Plant Operation and Maintenance								3
4 Transportation-staff								4
5 Volunteer Service Coordination								5
6 Administrative and General								6
INPATIENT CARE SERVICE								
7 Inpatient - General Care								7
8 Inpatient - Respite Care								8
VISITING SERVICES								
9 Physician Services								9
10 Nursing Care								10
10.20 Nursing Care - Continuous Home Care								10.20
11 Physical Therapy								11
12 Occupational Therapy								12
13 Speech/ Language Pathology								13
14 Medical Social Services - Direct								14
15 Spiritual Counseling								15
16 Dietary Counseling								16
17 Counseling - Other								17
18 Home Health Aide and Homemakers								18
18.20 Home Health Aide and Homemaker-Cont Home Care								18.20
19 Other								19
OTHER HOSPICE SERVICE COSTS								
20 Drugs, Biologicals and Infusion								20
20.30 Analgesics								20.30
20.31 Sedatives/Hypnotics								20.31
20.32 Other - specify								20.32
21 Durable Medical Equipment/Oxygen								21
22 Patient Transportation								22
23 Imaging Services								23
24 Labs and Diagnostics								24
25 Medical Supplies								25
26 Outpatient Services (incl. E/R Dept.)								26
27 Radiation Therapy								27
28 Chemotherapy								28
29 Other								29
HOSPICE NONREIMBURSABLE SERV.								
30 Bereavement Program Costs								30
31 Volunteer Program Costs								31
32 Fundraising								32
33 Other Program Costs								33
34 Cost To be Allocated (per Wkst K-4, Part I)								34
35 Unit Cost Multiplier								35

FORM CMS-1728-94-K-4 (5-2007) (INSTRUCTIONS FOR THIS WORKSHEET ARE PUBLISHED IN CMS PUB. 15-II, SECTION 3244)

**3290 (Cont.)**

**FORM CMS 1728-94**

**05-07**

ALLOCATION OF GENERAL SERVICE COSTS TO HOSPICE COST CENTERS

PROVIDER NO: \_\_\_\_\_

PERIOD: \_\_\_\_\_

WORKSHEET K-5  
PART I

HOSPICE NO.: \_\_\_\_\_

FROM: \_\_\_\_\_  
TO: \_\_\_\_\_

HOSPICE COST CENTER (omit cents)	From Wkst. K-4 Part I, col. 7, line	HOSPICE TRIAL BALANCE (1)	CAPITAL RELATED COST		PLANT OPERATION & MAIN- TENANCE	TRANS- PORTATION	SUBTOTAL (cols. 0-4)	ADMINIS- TRATIVE & GENERAL	SUB- TOTAL	ALLOCATED HOSPICE A&G (see Part II)	TOTAL HOSPICE COSTS (col 6 + col. 7)	
			BUILDINGS & FIXTURES	MOVABLE EQUIPMENT								
		0	1	2	3	4	4A	5	6	7	8	
1 Administrative and General	6											1
2 Inpatient - General Care	7											2
3 Inpatient - Respite Care	8											3
4 Physician Services	9											4
5 Nursing Care	10											5
5.20 Nursing Care - Continuous Home Care	10.20											5.20
6 Physical Therapy	11											6
7 Occupational Therapy	12											7
8 Speech/ Language Pathology	13											8
9 Medical Social Services - Direct	14											9
10 Spiritual Counseling	15											10
11 Dietary Counseling	16											11
12 Counseling - Other	17											12
13 Home Health Aide and Homemakers	18											13
13.20 Home Health Aide and Homemaker-Cont Home Care	18.20											13.20
14 Other	19											14
15 Drugs, Biologicals and Infusion	20											15
15.30 Analgesics	20.30											15.30
15.31 Sedatives/Hypnotics	20.31											15.31
15.32 Other - specify	20.32											15.32
16 Durable Medical Equipment/Oxygen	21											16
17 Patient Transportation	22											17
18 Imaging Services	23											18
19 Labs and Diagnostics	24											19
20 Medical Supplies	25											20
21 Outpatient Services (incl. E/R Dept.)	26											21
22 Radiation Therapy	27											22
23 Chemotherapy	28											23
24 Other	29											24
25 Bereavement Program Costs	30											25
26 Volunteer Program Costs	31											26
27 Fundraising	32											27
28 Other Program Costs	33											28
29 Totals (sum of lines 1-28) (2)												29
30 Unit Cost Multiplier: column 6, line 1 divided by the sum of column 6, line 29 minus column 6, line 1, rounded to 6 decimal places.												30

- (1) Column 0, line 29 must agree with Wkst. A, column 10, line 25.
- (2) Columns 0 through 5, line 29 must agree with the corresponding columns of Wkst. B, line 25.

FORM CMS 1728-94-K-5 (5-2007) (INSTRUCTIONS FOR THIS WORKSHEET ARE PUBLISHED IN CMS PUB. 15-II, SECTION 3245-3245.1)



ALLOCATION OF GENERAL SERVICE COSTS TO HOSPICE COST CENTERS STATISTICAL BASIS

PROVIDER NO: \_\_\_\_\_

HOSPICE NO.: \_\_\_\_\_

PERIOD:

FROM: \_\_\_\_\_

TO: \_\_\_\_\_

WORKSHEET K-5 PART II

HOSPICE COST CENTER	CAPITAL RELATED COST		PLANT OPERATION & MAINTENANCE (SQUARE FEET)	TRANSPORTATION (MILAGE)	RECONCILIATION	ADMINISTRATIVE & GENERAL (ACCUM. COST)	
	BUILDINGS & FIXTURES (SQUARE FEET)	MOVABLE EQUIPMENT (DOLLAR VALUE)					
	1	2					
1 Administrative and General							1
2 Inpatient - General Care							2
3 Inpatient - Respite Care							3
4 Physician Services							4
5 Nursing Care							5
5.20 Nursing Care - Continuous Home Care							5.20
6 Physical Therapy							6
7 Occupational Therapy							7
8 Speech/ Language Pathology							8
9 Medical Social Services - Direct							9
10 Spiritual Counseling							10
11 Dietary Counseling							11
12 Counseling - Other							12
13 Home Health Aide and Homemakers							13
13.20 Home Health Aide and Homemaker-Cont Home Care							13.20
14 Other							14
15 Drugs, Biologicals and Infusion							15
15.30 Analgesics							15.30
15.31 Sedatives/Hypnotics							15.31
15.32 Other - specify							15.32
16 Durable Medical Equipment/Oxygen							16
17 Patient Transportation							17
18 Imaging Services							18
19 Labs and Diagnostics							19
20 Medical Supplies							20
21 Outpatient Services (incl. E/R Dept.)							21
22 Radiation Therapy							22
23 Chemotherapy							23
24 Other							24
25 Bereavement Program Costs							25
26 Volunteer Program Costs							26
27 Fundraising							27
28 Other Program Costs							28
29 Totals (sum of lines 1-28)							29
30 Total cost to be allocated							30
31 Unit Cost Multiplier							31

**3290 (Cont.)**

**FORM CMS-1728-94**

**05-07**

ALLOCATION OF GENERAL SERVICE  
 COSTS TO HOSPICE COST CENTERS  
 COMPUTATION OF TOTAL HOSPICE SHARED COSTS  
 Hospice shared cost computation

PROVIDER NO.: \_\_\_\_\_  
 HOSPICE NO.: \_\_\_\_\_

PERIOD:  
 FROM: \_\_\_\_\_  
 TO: \_\_\_\_\_

WORKSHEET K-5  
 Part III

COST CENTER	From Wkst B, col. 6, line:	Total HHA Costs	Total HHA Charges (from Provider Records)	Cost to Charge Ratio (col. 2/col.3)	Total Hospice Charges (from Provider Records)	Hospice Shared Ancillary Costs (col. 4 x col. 5)	
	1	2	3	4	5	6	
<b>ANCILLARY SERVICE COST CENTERS</b>							
1 Physical Therapy	7						1
2 Occupational Therapy	8						2
3 Speech/ Language Pathology	9						3
4 Medical Social Services - Direct	10						4
5 Durable Medical Equipment/Oxygen	14						5
6 Medical Supplies	12						6
7 Totals (sum of lines 1-7)							7

FORM CMS-1728-94-K-5 (6-2001) (INSTRUCTIONS FOR THIS WORKSHEET ARE PUBLISHED IN CMS PUB. 15-II, SECTION 3245.3)

CALCULATION OF PER DIEM COST	PROVIDER NO:	PERIOD:	WORKSHEET K-6
	HOSPICE NO.:	FROM: _____ TO: _____	

COMPUTATION OF PER DIEM COST	TITLE XVIII	TITLE XIX	OTHER	TOTAL	
	1	2	3	4	
1 Total cost (Worksheet K-5, Part I, col. 8, line 29 less col. 8, line 28 plus Worksheet K-5, Part III, col. 6, line 7) (see instructions)					1
2 Total Unduplicated Days (Worksheet S-5, line 5, col. 4)					2
3 Average cost per diem (line 1 divided by line 2)					3
4 Unduplicated Medicare Days (Worksheet S-5, line 5, col. 1)					4
5 Aggregate Medicare cost (line 3 times line 4)					5
6 Unduplicated Medicaid Days (Not Applicable)					6
7 Aggregate Medicaid cost (Not Applicable)					7
8 Unduplicated SNF days (Worksheet S-5, line 5, col. 2)					8
9 Aggregate SNF cost (line 3 times line 8)					9
10 Unduplicated NF days (Not Applicable)					10
11 Aggregate NF cost (Not Applicable)					11
12 Other unduplicated days (Worksheet S-5, line 5, col. 3)					12
13 Aggregate cost for other days (line 3 times line 12)					13

NOTE: The data for the SNF on line 8 & 9 are included in the Medicare lines 4 & 5.

**3290 (Cont.)**

**FORM CMS 1728-94**

ALLOCATION OF GENERAL SERVICE COSTS TO CMHC COST CENTERS	PROVIDER NO.: _____ CMHC NO.: _____	PERIOD: FROM: _____ TO: _____
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**PART I - ALLOCATION OF GENERAL SERVICE COSTS TO CMHC COST CENTERS**

	CMHC COST CENTER (OMIT CENTS)	NET EXPENSES FOR COST ALLOCATION (1) 0	CAPITAL RELATED COSTS		PLANT OPERATION & MAINTENANCE 3	TRANSPOR- TATION 4	SUBTOTAL (cols. 0-4) 4A	A&G SHARED COSTS 5	SUB- TOTAL 6
			BLDGS & FIXTURES 1	MOVABLE EQUIPMENT 2					
1	Administrative and General								
2	Drugs and Biologicals								
3	Occupational Therapy								
4	Psychiatric/Psychological Services								
5	Individual Therapy								
6	Group Therapy								
7	Family Counseling								
8	Individualized Activity Therapy								
9	Diagnostic Therapy								
10	Patient Training and Education								
11	Other Part B Services								
12	TOTALS (Sum of lines 1-11) (2)								

(1) Column 0, line 12 must agree with Wkst. A, column 10, line 26.  
 (2) Columns 0 through 5, line 12 must agree with the corresponding columns of Wkst. B, line 26.

**PART II - COMPUTATION OF UNIT COST MULTIPLIER FOR ALLOCATION OF CMHC ADMINISTRATIVE AND GENERAL COSTS**

1	Amount from Part I, column 6, line 12
2	Amount from Part I, column 6, line 1
3	Line 1 minus line 2
4	Unit cost multiplier for CMHC A&G costs (Line 2 divided by line 3)(multiply each amount in column 6, lines 2 through 11, Part I, by the unit cost multiplier and enter the result on the corresponding line of column 7)

COMPUTATION OF CMHC COSTS	PROVIDER NO.: _____ CMHC NO.: _____	PERIOD: FROM: _____ TO: _____
---------------------------	--	-------------------------------------

PART I - APPORTIONMENT OF CMHC COST CENTERS

CMHC COST CENTER (OMIT CENTS)	TOTAL COSTS (FROM SUPP. WKST. CM-1, PT. I, COL. 8) (1)	TOTAL CMHC CHARGES (2)	RATIO OF COSTS TO CHARGES (COL. 1 / COL. 2)	TOTAL TITLE XVIII CMHC CHARGES	TOTAL TITLE XVIII CMHC COSTS (COL. 3 x COL. 3.01)	TITLE XVIII CMHC CHARGES ON OR AFTER 8/1/00, 1/1/02, 1/1/03, or 1/1/04
	1	2	3	3.01	3.02	4
1 Administrative and General						
2 Drugs and Biologicals						
3 Occupational Therapy						
4 Psychiatric/Psychological Services						
5 Individual Therapy						
6 Group Therapy						
7 Family Counseling						
8 Individualized Activity Therapy						
9 Diagnostic Therapy						
10 Patient Training and Education						
11 Other Part B Services						
12 TOTALS (Sum of lines 2-11)						

PART II - APPORTIONMENT OF COST OF CMHC SERVICES FURNISHED SHARED BY HHA DEPARTMENTS

	Fr. Wkst. B, Col 6, Line:					
13 Occupational Therapy	8					
14 Medical Social Services	10					
15 Supplies	12					
16 Total (Sum of lines 13-15)						

(1) Cost for Part II, lines 13-15 are obtained from Worksheet B, column 6, lines as appropriate  
 (2) Charges for Part II, column 2 are total facility charges for each cost center and are obtained from provider records

PART III - TOTAL CMHC COSTS

17	Total CMHC costs - Add the amount from Part I, column 6, line 12 and the amount from Part II, column 6, line 16. Add the amounts from Part I, line 12 and Part II, line 16 for columns 3.01, 3.02 and 4 through 6, respectively.	3.01	3.02	4
----	--	------	------	---

Transfer the amount in Part III, column 6 to Worksheet CM-3, line 1, column 1. (see instructions)

WORKSHEET CM-1  
PARTS I & II

ALLOCATED CMHC A&G (SEE PART II)	TOTAL (SUM OF COLS 6 & 7)	
7	8	
		1
		2
		3
		4
		5
		6
		7
		8
		9
		10
		11
		12

		1
		2
		3
		4

WORKSHEET CM-2

TITLE XVIII CMHC COSTS ON OR AFTER 8/1/00, 1/1/02, 1/1/03, or 1/1/04 (COL 3 xCOL. 4)	TITLE XVIII CMHC COSTS PRIOR 8/1/00, 1/1/02, 1/1/03, or 1/1/04	
5	6	
		1
		2
		3
		4
		5
		6
		7
		8
		9
		10
		11
		12

		13
		14
		15
		16

5	6	
		17

ALLOCATION OF GENERAL SERVICE COSTS TO CMHC COST CENTERS

PROVIDER NO.:

PERIOD:

WORKSHEET CM-1  
PART III

CMHC NO.:

FROM: \_\_\_\_\_  
TO: \_\_\_\_\_

PART III - ALLOCATION OF GENERAL SERVICE COSTS TO CMHC COST CENTERS - STATISTICAL BASIS

CMHC COST CENTER (OMIT CENTS)	CAPITAL RELATED COSTS		PLANT OPERATION & MAINTENANCE (SQUARE FEET) 3	TRANSPOR- TATION (MILEAGE) 4	RECONCIL- IATION 5A	ADMINISTRATIVE & GENERAL (ACCUMULATED COST) 5	
	BLDGS & FIXTURES (SQUARE FEET) 1	MOVABLE EQUIPMENT (SQUARE FEET) 2					
1 Administrative and General							1
2 Drugs and Biologicals							2
3 Occupational Therapy							3
4 Psychiatric/Psychological Services							4
5 Individual Therapy							5
6 Group Therapy							6
7 Family Counseling							7
8 Individualized Activity Therapy							8
9 Diagnostic Therapy							9
10 Patient Training and Education							10
11 Other Part B Services							11
12 TOTALS (Sum of lines 1-11)							12
13 Total Cost to be Allocated							13
14 Unit Cost Multiplier							14



CALCULATION OF REIMBURSEMENT SETTLEMENT - CMHC SERVICES	PROVIDER NO.:	PERIOD:	WORKSHEET CM-3
	CMHC NO.:	FROM: _____ TO: _____	

## PART I - COMPUTATION OF THE LESSER OF REASONABLE COST OR CUSTOMARY CHARGES

DESCRIPTION	1	1.01	
1 Total reasonable cost (see instructions)			1
1.01 CMHC PPS payments including outlier payments			1.01
1.02 1996 CMHC specific payment to cost ratio (obtain this ratio from your intermediary)			1.02
1.03 Line 1, column 1 times 1.02			1.03
1.04 Line 1.01 divided by line 1.03			1.04
1.05 CMHC transitional corridor payment (see instructions)			1.05
2 Total charges for CMHC Services			2
<b>CUSTOMARY CHARGES</b>			
3 Amounts actually collected from patients liable for payments for services on a charge basis (from your records)			3
4 Amount that would have been realized from patients liable for payment for services on a charge basis had such payment been made in accordance with 42 CFR 413.13(b)			4
5 Ratio of line 3 to line 4 (not to exceed 1.000000)			5
6 Total Customary charges - title XVIII (see instructions)			6
7 Excess of total customary charges over total reasonable cost (complete only if line 6 exceeds line 1)			7
8 Excess of reasonable costs over customary charges (complete only if line 1 exceeds line 6)			8
9 Primary payer amounts			9

## PART II - COMPUTATION OF REIMBURSEMENT SETTLEMENT

	1	1.01	
10 Cost of CMHC services (see instructions)			10
11 Part B deductible billed to Program patients (exclude coinsurance amounts)			11
12 Excess of reasonable costs (see instructions)			12
13 Net cost (line 10 minus lines 11 and 12)			13
14 80% of Part B cost (80% x line 13) (see instructions)			14
15 Actual coinsurance billed to Program patients (from your records)			15
16 Net cost less actual billed coinsurance (Line 13 minus line 15)			16
17 Reimbursable bad debts (see instructions)			17
18 Net reimbursable amount (see instructions)			18
19 Amounts applicable to prior cost reporting periods resulting from disposition of depreciable assets			19
20 Recovery of excess depreciation resulting from facility's termination or a decrease in Program utilization			20
21 Other adjustments (specify)			21
22 Total Cost (Sum of line 18, columns 1 and 2, minus lines 19 and 20, plus line 21)			22
23 Sequestration adjustment			23
24 Amount due provider (Line 22 minus line 23)			24
25 Interim payments			25
25.5 Tentative settlement (for intermediary use only)			25.5
26 Balance due CMHC/Program (Line 24 minus line 25) (Indicate overpayments in brackets)			26
27 Protested amounts (see instructions)			27
28 Balance due CMHC/Program (Line 26 minus line 27) (Indicate overpayments in brackets)			28

FORM CMS 1728-94-CM-3 (3-2004) (INSTRUCTIONS FOR THIS WORKSHEET ARE PUBLISHED IN CMS PUB. 15-II, SEC. 3227-3227.2)

ANALYSIS OF PAYMENTS TO PROVIDER FOR CMHC SERVICES RENDERED TO PROGRAM BENEFICIARIES	PROVIDER NO.: _____ CMHC NO.: _____	PERIOD: FROM: _____ TO: _____	WORKSHEET CM-4
--	--	-------------------------------------	----------------

			PART B		
			1	2	
			mm/dd/yyyy	Amount	
1	Total interim payments paid to provider (CMHC services)				1
2	Interim payments payable on individual bills either, submitted or to be submitted to the intermediary, for services rendered in the cost reporting period. If none, write "NONE" or enter a zero.				2
3	List separately each retroactive lump sum adjustment amount based on subsequent revision of the interim rate for the cost reporting period. Also show date of each payment. If none write "NONE" or enter a zero. (1)		.01		3.01
		Program to Provider	.02		3.02
			.03		3.03
			.04		3.04
			.05		3.05
		Provider to Program	.50		3.50
			.51		3.51
			.52		3.52
			.53		3.53
			.54		3.54
	SUBTOTAL (Sum of lines 3.01-3.05, minus sum of lines 3.50-3.54)		.99		3.99
4	TOTAL INTERIM PAYMENTS (Sum of lines 1, 2 and 3.99) (Transfer to Supp. Wkst CM-3, Part II, line 25)				4

TO BE COMPLETED BY INTERMEDIARY

5	List separately each tentative settlement payment after desk review. Also show date of each payment. If none, write "NONE" or enter a zero. (1)		.01		5.01
		Program to Provider	.02		5.02
			.03		5.03
		Provider to Program	.50		5.50
			.51		5.51
			.52		5.52
			SUBTOTAL (Sum of lines 5.01-5.03, minus sum of lines 5.50-5.52)		.99
6	Determine net settlement amount (balance due) based on the cost report (SEE INSTRUCTIONS). (1)	Program to Provider	.01		6.01
		Provider to Program	.02		6.02
7	TOTAL MEDICARE PROGRAM LIABILITY (See Instructions)				7

Name of Intermediary	Intermediary Number
----------------------	---------------------

Signature of Authorized Person	Date: (Month, Day, Year)
--------------------------------	--------------------------

(1) On lines 3, 5 and 6, where an amount is due "Provider to Program," show the amount and date on which the provider agrees to the amount of repayment, even though total repayment is not accomplished until a later date.

ALLOCATION OF GENERAL SERVICE COSTS TO RHC COST CENTERS

PROVIDER NO.:

PERIOD:

RHC NO.:

FROM: \_\_\_\_\_  
TO: \_\_\_\_\_

PART I - ALLOCATION OF GENERAL SERVICE COSTS TO RHC COST CENTERS

	CMHC COST CENTER (OMIT CENTS)	NET EXPENSES FOR COST ALLOCATION (1) 0	CAPITAL RELATED COSTS		PLANT OPERATION & MAINTENANCE 3	TRANSPOR- TATION 4	SUBTOTAL (cols. 0-4) 4A	A&G SHARED COSTS 5	SUB- TOTAL 6
			BLDGS & FIXTURES 1	MOVABLE EQUIPMENT 2					
1	Administrative and General								
2	Physicians								
3	Nurse Practitioner								
4	Physician Assistant								
5	Clinical Psychologist								
6	Clinical Social Worker								
7	Visiting Nurses								
8	Other Part B Services								
9									
10	Drugs Charged to Patients								
11	TOTALS (Sum of lines 1-10) (2)								

(1) Column 0, line 11 must agree with Wkst. A, column 10, line 27.

(2) Columns 0 through 5, line 11 must agree with the corresponding columns of Wkst. B, line 27.

PART II - COMPUTATION OF UNIT COST MULTIPLIER FOR ALLOCATION OF RHC ADMINISTRATIVE AND GENERAL COSTS

1	Amount from Part I, column 6, line 11
2	Amount from Part I, column 6, line 1
3	Line 1 minus line 2
4	Unit cost multiplier for RHC A&G costs (Line 2 divided by line 3)(multiply each amount in column 6, lines 2 through 10, Part I, by the unit cost multiplier and enter the result on the corresponding line of column 7)

COMPUTATION OF RHC COSTS	PROVIDER NO.: _____ RHC NO.: _____	PERIOD: FROM: _____ TO: _____
--------------------------	---------------------------------------	-------------------------------------

PART I - APPORTIONMENT OF RHC COST CENTERS		TOTAL COSTS (FROM SUPP. WKST. RH-1, PT. I, COL. 8) (1)	TOTAL RHC CHARGES (2)	RATIO OF COSTS TO CHARGES (COL. 1 / COL. 2)
RHC COST CENTER (OMIT CENTS)		1	2	3
1	Administrative and General			
2	Physicians			
3	Nurse Practitioner			
4	Physician Assistant			
5	Clinical Psychologist			
6	Clinical Social Worker			
7	Visiting Nurses			
8	Other Part B Services			
9	Subtotal (sum of lines 1-8)			
10	Drugs Charged to Patients (Transfer col. 5 to Worksheet D, col. 2, line 20)			
11	TOTALS (Sum of lines 9 and 10)			

PART II - APPORTIONMENT OF COST OF RHC SERVICES FURNISHED BY HHA DEPARTMENTS		Fr. Wkst. B Col 6, Line:			
12	Physical Therapy	7			
13	Occupational Therapy	8			
14	Speech Pathology	9			
15	Supplies	12			
17	Total (Sum of lines 12-15)				

(1) Cost for Part II, lines 12-15 are obtained from Worksheet B, column 6, lines as appropriate  
 (2) Charges for Part II, column 2 are total facility charges for each cost center and are obtained from provider records

PART III - TOTAL RHC COSTS	
18	Total RHC costs - Add the amount from Part I, column 5, line 9 and the amounts from Part II, column 5, line 17

Transfer the amount in Part III, column 5 to Supplemental Worksheet D, column 3, line 2

**3290 (Cont.)**

WORKSHEET RH-1  
PARTS I & II

ALLOCATED RHC A&G (SEE PART II) 7	TOTAL (SUM OF COLS 6 & 7) 8	
		1
		2
		3
		4
		5
		6
		7
		8
		9
		10
		11

		1
		2
		3
		4

**3290 (Cont.)**

WORKSHEET RH-2

TITLE XVIII RHC CHARGES 4	TITLE XVIII RHC COSTS (COL. 3 X COL. 4) 5	
		1
		2
		3
		4
		5
		6
		7
		8
		9
		10
		11

		12
		13
		14
		15
		16
		17

		18
--	--	----

**3290 (Cont.)**

**FORM CMS 1728-94**

**08-99**

ALLOCATION OF GENERAL SERVICE COSTS TO RHC COST CENTERS

PROVIDER NO.:

PERIOD:

WORKSHEET RH-1

RHC NO.:

FROM: \_\_\_\_\_

PART III

TO: \_\_\_\_\_

**PART III - ALLOCATION OF GENERAL SERVICE COSTS TO RHC COST CENTERS - STATISTICAL BASIS**

RHC COST CENTER (OMIT CENTS)	CAPITAL-RELATED COSTS		PLANT OPERATION & MAINTENANCE (SQUARE FEET)	TRANSPOR- TATION (MILEAGE)	RECONCIL- IATION	ADMINISTRATIVE & GENERAL (ACCUMULATED COST)	
	BLDGS & FIXTURES (SQUARE FEET)	MOVABLE EQUIPMENT (SQUARE FEET)					
	1	2					
1 Administrative and General							1
2 Physicians							2
3 Nurse Practitioner							3
4 Physician Assistant							4
5 Clinical Psychologist							5
6 Clinical Social Worker							6
7 Visiting Nurses							7
8 Other Part B Services							8
9							9
10 Drugs Charged to Patients							10
11 TOTALS (Sum of lines 1-10)							11
12 Total Cost to be Allocated							12
13 Unit Cost Multiplier							13

FORM CMS 1728-94-RH-1 (11-1998) (INSTRUCTIONS FOR THIS WORKSHEET ARE PUBLISHED IN CMS PUB.15 -II, SEC. 3229.3)

**3290 (Cont.)**

**FORM CMS 1728-94**

ALLOCATION OF GENERAL SERVICE COSTS TO FQHC COST CENTERS

PROVIDER NO.:

PERIOD:

FQHC NO.:

FROM: \_\_\_\_\_  
TO: \_\_\_\_\_

**PART I - ALLOCATION OF GENERAL SERVICE COSTS TO FQHC COST CENTERS**

	FQHC COST CENTER (OMIT CENTS)	NET EXPENSES FOR COST ALLOCATION (1)	CAPITAL RELATED COSTS		PLANT OPERATION & MAINTENANCE	TRANSPOR- TATION	SUBTOTAL (cols. 0-4)	A&G SHARED COSTS	SUB- TOTAL
			BLDGS & FIXTURES	MOVABLE EQUIPMENT					
		0	1	2	3	4	4A	5	6
1	Administrative and General								
2	Physicians								
3	Nurse Practitioner								
4	Physician Assistant								
5	Clinical Psychologist								
6	Clinical Social Worker								
7	Visiting Nurses								
8	Preventative Primary Services								
9	Other Part B Services								
10									
11	Drugs Charged to Patients								
12	TOTALS (Sum of lines 1-11) (2)								

(1) Column 0, line 12 must agree with Wkst. A, column 10, line 28.

(2) Columns 0 through 5, line 12 must agree with the corresponding columns of Wkst. B, line 28.

**PART II - COMPUTATION OF UNIT COST MULTIPLIER FOR ALLOCATION OF FQHC ADMINISTRATIVE AND GENERAL COSTS**

1	Amount from Part I, column 6, line 12
2	Amount from Part I, column 6, line 1
3	Line 1 minus line 2
4	Unit cost multiplier for FQHC A&G costs (Line 2 divided by line 3)(multiply each amount in column 6, lines 2 through 11, Part I, by the unit cost multiplier and enter the result on the corresponding line of column 7)



COMPUTATION OF FQHC COSTS	PROVIDER NO.: _____ FQHC NO.: _____	PERIOD: FROM: _____ TO: _____
---------------------------	--	-------------------------------------

**PART I - APPORTIONMENT OF RHC COST CENTERS**

FQHC COST CENTER (OMIT CENTS)	TOTAL COSTS (FROM SUPP. WKST. FQ-1, PT. I, COL. 8) (1)	TOTAL FQHC CHARGES (2)	RATIO OF COSTS TO CHARGES (COL. 1 / COL. 2)
	1	2	3
1 Administrative and General			
2 Physicians			
3 Nurse Practitioner			
4 Physician Assistant			
5 Clinical Psychologist			
6 Clinical Social Worker			
7 Visiting Nurses			
8 Preventative Primary Services			
9 Other Part B Services			
10 Subtotal (sum of lines 1-9)			
11 Drugs Charged to Patients (Transfer col. 5 to Worksheet D, col. 2, line 20)			
12 TOTALS (Sum of lines 10and 11)			

**PART II - APPORTIONMENT OF COST OF FQHC SERVICES FURNISHED BY HHA DEPARTMENTS**

Fr. Wkst. B Col 6, Line:			
13 Physical Therapy	7		
14 Occupational Therapy	8		
15 Speech Pathology	9		
16 Supplies	12		
18 Total (Sum of lines 13-16)			

(1) Cost for Part II, lines 13-16 are obtained from Worksheet B, column 6, lines as appropriate  
 (2) Charges for Part II, column 2 are total facility charges for each cost center and are obtained from provider records

**PART III - TOTAL FQHC COSTS**

WORKSHEET FQ-1  
PARTS I & II

ALLOCATED FQHC A&G (SEE PART II)	TOTAL (SUM OF COLS 6 & 7)	
7	8	
		1
		2
		3
		4
		5
		6
		7
		8
		9
		10
		11
		12

		1
		2
		3
		4

TITLE XVIII FQHC CHARGES 4	TITLE XVIII FQHC COSTS (COL. 3 X COL. 4) 5	
		1
		2
		3
		4
		5
		6
		7
		8
		9
		10
		11
		12

		13
		14
		15
		16
		18

ALLOCATION OF GENERAL SERVICE COSTS TO FQHC COST CENTERS

PROVIDER NO.:

PERIOD:

WORKSHEET FQ-1

FQHC NO.:

FROM:

PART III

TO:

PART III - ALLOCATION OF GENERAL SERVICE COSTS TO FQHC COST CENTERS - STATISTICAL BASIS

FQHC COST CENTER (OMIT CENTS)	CAPITAL-RELATED COSTS		PLANT OPERATION & MAINTENANCE (SQUARE FEET)	TRANSPORTATION (MILEAGE)	RECONCILIATION	ADMINISTRATIVE & GENERAL (ACCUMULATED COST)	
	BLDGS & FIXTURES (SQUARE FEET)	MOVABLE EQUIPMENT (SQUARE FEET)					
	1	2					
1 Administrative and General							1
2 Physicians							2
3 Nurse Practitioner							3
4 Physician Assistant							4
5 Clinical Psychologist							5
6 Clinical Social Worker							6
7 Visiting Nurses							7
8 Preventative Primary Services							8
9 Other Part B Services							9
10							10
11 Drugs Charged to Patients							11
12 TOTALS (Sum of lines 1-11)							12
13 Cost to be Allocated							13
14 Unit Cost Multiplier							14

03-10

FORM CMS 1728-94

3290 (Cont.)

ANALYSIS OF HHA-BASED RURAL HEALTH CLINIC/  
FEDERALLY QUALIFIED HEALTH CENTER COSTS

PROVIDER NO.:

PERIOD:

WORKSHEET RF-1

COMPONENT NO.:

FROM: \_\_\_\_\_  
TO: \_\_\_\_\_

Check  RHC  
Applicable Box:  FQHC

	SALARIES	EMPLOYEE BENEFITS	TRANSPOR-TATION	CONTRACTED/ PURCHASED SERVICES	OTHER COSTS	TOTAL (sum of col. 1 thru col. 5)	RECLASSIFI-CATIONS	RECLASSIFIED TRIAL BALANCE (col. 6 + col. 7)	ADJUSTMENTS	NET EXPENSES FOR ALLOCATION (col. 8 + col. 9)	
	1	2	3	4	5	6	7	8	9	10	
<b>FACILITY HEALTH CARE STAFF COSTS</b>											
1 Physician											1
2 Physician Assistant											2
3 Nurse Practitioner											3
4 Visiting Nurse											4
5 Other Nurse											5
6 Clinical Psychologist											6
7 Clinical Social Worker											7
8 Laboratory Technician											8
9 Other Facility Health Care Staff Costs											9
10 Subtotal (sum of lines 1-9)											10
<b>COSTS UNDER AGREEMENT</b>											
11 Physician Services Under Agreement											11
12 Physician Supervision Under Agreement											12
13 Other Costs Under Agreement											13
14 Subtotal (sum of lines 11-13)											14
<b>OTHER HEALTH CARE COSTS</b>											
15 Medical Supplies											15
16 Transportation (Health Care Staff)											16
17 Depreciation-Medical Equipment											17
18 Professional Liability Insurance											18
19 Other Health Care Costs											19
20 Allowable GME Pass Through Costs											20
21 Subtotal (sum of lines 15-20)											21
22 Total Cost of Health Care Services (sum of lines 10, 14, and 21)											22
<b>COSTS OTHER THAN RHC/FQHC SERVICES</b>											
23 Pharmacy											23
24 Dental											24
25 Optometry											25
26 All other nonreimbursable costs											26
27 Non-allowable GME Pass Through Costs											27
28 Total Nonreimbursable Costs (sum of lines 23-27)											28
<b>FACILITY OVERHEAD</b>											
29 Facility Costs											29
30 Administrative Costs											30
31 Total Facility Overhead (sum of lines 29 and 30)											31
32 Total facility costs (sum of lines 22, 28 and 31)											32

The net expenses for cost allocation on Worksheet A for the applicable RHC/FQHC cost center line must equal the total facility costs in column 10, line 30 of this worksheet for cost reporting periods beginning on or after January 1, 1998.

FORM CMS-1728-94-RF-1 (3-2010) (INSTRUCTIONS FOR THIS WORKSHEET ARE PUBLISHED IN CMS PUB. 15-II, SECTION 3234)

ALLOCATION OF OVERHEAD TO RHC/FQHC SERVICES	PROVIDER NO.:	PERIOD:	WORKSHEET RF-2
	COMPONENT NO.:	FROM: _____ TO: _____	
Check Applicable Box:	<input type="checkbox"/> RHC <input type="checkbox"/> FQHC		

**VISITS AND PRODUCTIVITY**

Positions	Number of FTE Personnel	Total Visits	Productivity Standard (1)	Minimum Visits (col. 1x col. 3)	Greater of Col. 2 or Col. 4	
	1	2	3	4	5	
1 Physicians						1
2 Physician Assistants						2
3 Nurse Practitioners						3
4 Subtotal (sum of lines 1-3)						4
5 Visiting Nurse						5
6 Clinical Psychologist						6
7 Clinical Social Worker						7
8 Total FTEs and Visits (sum of lines 4-7)						8
9 Physician Services Under Agreements						9

(1) Productivity standards established by CMS are: 4200 visits for each physician and 2100 visits for each nonphysician practitioner. If an exception to the productivity standard has been granted, (Worksheet S-4, line 13 equals "Y"), then input in column 3, lines 1-3, the productivity standards derived by the fiscal intermediary.

**DETERMINATION OF ALLOWABLE COST APPLICABLE TO RHC/FQHC SERVICES**

10	Total costs of health care services (from Worksheet RF-1, column 10, line 22 less the amount from Worksheet RF-1, column 10, line 20)		10
11	Total nonreimbursable costs (from Worksheet RF-1, column 10, line 28)		11
12	Cost of all services (excluding overhead) (sum of lines 10 and 11)		12
13	Ratio of RHC/FQHC services (line 10 divided by line 12)		13
14	Total facility overhead - (from Worksheet RF-1, column 10, line 31) (see instructions)		14
15	Allowable GME Overhead (see instructions)		15
16	Net Facility Overhead (line 14 minus line 15)		16
17	Parent provider overhead allocated to facility (see instructions)		17
18	Total overhead (sum of lines 14 and 17)		18
19	Overhead applicable to RHC/FQHC services (line 13 x line 18)		19
20	Total allowable cost of RHC/FQHC services (sum of lines 10 and 19)		20

CALCULATION OF REIMBURSEMENT SETTLEMENT FOR RHC/FQHC SERVICES	PROVIDER NO.: _____ COMPONENT NO.: _____	PERIOD: FROM: _____ TO: _____	WORKSHEET RF-3
Check Applicable Box:	<input type="checkbox"/> RHC <input type="checkbox"/> FQHC		

**DETERMINATION OF RATE FOR RHC/FQHC SERVICES**

1	Total Allowable Cost of RHC/FQHC Services (from Worksheet RF-2, line 20)		1
2	Cost of vaccines and their administration (from Worksheet RF-4, line 15)		2
3	Total allowable cost excluding vaccine (line 1 minus line 2)		3
4	Total FTEs and Visits (from Wkst. RF-2, col. 5, line 8)		4
5	Physicians visits under agreement (from Worksheet RF-2, column 5, line 9)		5
6	Total adjusted visits (line 4 plus line 5)		6
7	Adjusted cost per visit (line 3 divided by line 6)		7
		Calculation of Limit (1)	
		Rate Period 1	Rate Period 2
		1	2
		Rate Period 3	Rate Period 3
		3	3
8	Per visit payment limit (from your intermediary)		8
9	Rate for Medicare covered visits (lesser of line 7 or line 8) (See instructions)		9

**CALCULATION OF SETTLEMENT**

10	Medicare covered visits excluding mental health services (from intermediary records)			10
11	Medicare cost excluding costs for mental health services (line 9 x line 10)			11
12	Medicare covered visits for mental health services (from intermediary records)			12
13	Medicare covered cost for mental health services (line 9 x line 12)			13
14	Limit adjustment for mental health services (line 13 x the applicable percentage) (see instructions)			14
				1
15	Graduate Medical Education Pass Through Cost (see instructions)			15
15.5	Primary Payer Amounts			15.5
16	Total Medicare cost (line 11, columns 1, 2 & 3 plus line 14, columns 1, 2, & 3 plus column 1, line 15 minus line 15.5)			16
17	Less: Beneficiary deductible (from intermediary records)			17
18	Net Medicare cost excluding vaccines (line 16 minus line 17)			18
19	Reimbursable cost of RHC/FQHC services, excluding vaccine (80% of line 18)			19
20	Medicare cost of vaccines and their administration (from Worksheet. RF-4, line 16)			20
21	Total reimbursable Medicare cost (line 19 plus line 20)			21
22	Reimbursable bad debts			22
23	Other adjustments (specify)			23
24	Net reimbursable amounts (sum of lines 21, 22 and 23)			24
25	Interim payments (From Worksheet RF-5, line 4)			25
25.5	Tentative settlement (For intermediary use only)			25.5
26	Balance due component/program (line 24 minus line 25)			26
27	Protested amounts (nonallowable cost report items) in accordance with CMS Pub. 15-II, chapter I, section 115.2			27

(1) Enter chronologically in columns 1, 2, and 3, as applicable, the payment limit and corresponding data.

FORM CMS-1728-94-RF-3 (1-2010) (INSTRUCTIONS FOR THIS WORKSHEET ARE PUBLISHED IN CMS PUB. 15-II, SECTIONS 3236 - 3236.1)

COMPUTATION OF PNEUMOCOCCAL AND INFLUENZA VACCINE COST

PROVIDER NO.:

PERIOD:

WORKSHEET RF-4

COMPONENT NO.:

FROM: \_\_\_\_\_  
TO: \_\_\_\_\_

Check  RHC  
Applicable Box:  FQHC

CALCULATION OF COST		PNEUMOCOCCAL	SEASONAL INFLUENZA ONLY	H1N1 ONLY	INFLUENZA & H1N1 (See instructions)	
		1	2	2.01	2.02	
1	Health care staff cost (Worksheet RF-1, column 10, line 10)					1
2	Ratio of pneumococcal and influenza vaccine staff time to total health care staff time					2
3	Pneumococcal and influenza vaccine health care staff cost (line 1 x line 2)					3
4	Medical supplies cost - pneumococcal and influenza vaccine (from your records)					4
5	Direct cost of pneumococcal and influenza vaccine (line 3 plus line 4)					5
6	Total direct cost of the facility (Worksheet RF-1, column 10, line 22)					6
7	Total facility overhead (Worksheet RF-2, line 18)					7
8	Ratio of pneumococcal and influenza vaccine direct cost to total direct cost (line 5 divided by line 6)					8
9	Overhead cost - pneumococcal and influenza vaccine (line 7 x line 8)					9
10	Total pneumococcal and influenza vaccine cost and its (their) administration (sum of lines 5 and 9)					10
11	Total number of pneumococcal and influenza vaccine injections (from your records)					11
12	Cost per pneumococcal and influenza vaccine injection (line 10/ line 11)					12
13	Number of pneumococcal and influenza vaccine injections administered to Medicare beneficiaries					13
14	Medicare cost of pneumococcal and influenza vaccine and its (their) administration (line 12 x line 13)					14
15	Total cost of pneumococcal and influenza vaccine and its (their) administration (sum of columns 1, 2, 2.01 and 2.02, line 10) (transfer this amount to Worksheet RF-3, line 2)					15
16	Total Medicare cost of pneumococcal and influenza vaccine and its (their) administration (sum of columns 1, 2, 2.01 and 2.02, line 14) (transfer this amount to Worksheet RF-3, line 20)					16



ANALYSIS OF PAYMENTS TO PROVIDER-BASED RHC/FQHC FOR SERVICES RENDERED TO PROGRAM BENEFICIARIES	PROVIDER NO.: _____ COMPONENT NO.: _____	PERIOD: FROM: _____ TO: _____	SUPPLEMENTAL WORKSHEET RF-5
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Check Applicable Box:  RHC  FQHC

DESCRIPTION	PART B		
	1	2	
	mm/dd/yyyy	Amount	
1	Total interim payments paid to RHC/FQHC		1
2	Interim payments payable on individual bills either, submitted or to be submitted to the intermediary, for services rendered in the cost reporting period. If none, write "NONE" or enter a zero.		2
3	List separately each retroactive lump sum adjustment amount based on subsequent revision of the interim rate for the cost reporting period. Also show date of each payment. If none write "NONE" or enter a zero. (1)	Program to Provider	3.01
			3.02
			3.03
			3.04
			3.05
			3.50
			3.51
			3.52
			3.53
	SUBTOTAL (Sum of lines 3.01-3.49, minus sum of lines 3.50-3.98)	3.99	
4	TOTAL INTERIM PAYMENTS (Sum of lines 1, 2 and 3.99) (Transfer to Supp. Wkst RF-3, Part II, line 25)		4

TO BE COMPLETED BY INTERMEDIARY

5	List separately each tentative settlement payment after desk review. Also show date of each payment. If none, write "NONE" or enter a zero. (1)	Program to Provider	5.01
			5.02
			5.03
			5.50
			5.51
			5.52
			SUBTOTAL (Sum of lines 5.01-5.49, minus sum of lines 5.50-5.98)
6	Determine net settlement amount (balance due) based on the cost report (SEE INSTRUCTIONS). (1)	Program to Provider	6.01
			6.02
		Program to Provider	7
7	TOTAL MEDICARE PROGRAM LIABILITY (See Instructions)		7

Name of Intermediary \_\_\_\_\_ Intermediary Number \_\_\_\_\_

Signature of Authorized Person \_\_\_\_\_ Date: (Month, Day, Year) \_\_\_\_\_

(1) On lines 3, 5 and 6, where an amount is due "Provider to Program," show the amount and date on which the provider agrees to the amount of repayment, even though total repayment is not accomplished until a later date.