**PRF Reporting Burden Hour Justification Formula**

**Initial Reporting Period**

Provider Payments $10K-$100K

(85, 984 Providers) x (3 Hours) = 257,952 Hours

Provider Payments $100K-$500K

(25,730 Providers) x (8 Hours) = 205,840 Hours

Provider Payments over $500K,

(15,117 Providers) x (16 Hours) = 241,872 Hours

Total Number of Providers 126,831; Total Burden Hours = 705,664

Average Burden Hours for Reporting Period 1 =

(Total Burden Hours = 705,664) ÷ (Total # of Providers 126,831) = **5.56 Average Burden Hours per Response (Period 1)**

**2nd Reporting Period\***

\*Burden hour is reduced by 1 hour to account for system familiarity and auto-populated values of previously reported data.

Provider Payments $10K-$100K

(90,157 Providers) x (3 Hours) = (270,471 Hours)) - (Providers who would have reported before 28,820 x 1 hour) = 241,651 Hours

Provider Payments $100K-$500K

((25,053 Providers) x (8 Hours) = (200,424 Hours)) - (Providers who would have reported before 15,085 x 1 hour) = 185,339 Hours

Provider Payments over $500K,

((5,326 Providers) x (16 Hours) = (85,216 Hours)) - (Providers who would have reported before 3,721 x 1 hour) = 81,495 Hours

Total Number of Providers 120,536; Total Burden Hours = 508,485

Average Burden Hours for Reporting Period 2 =

(Total Burden Hours = 508,485) ÷ (Total # of Providers 120,536) = **4.22 Average Burden Hours per Response (Period 2)**

**3rd Reporting Period\***

\*Burden hour is reduced by 1 hour to account for system familiarity and auto-populated values of previously reported data.

Provider Payments $10K-$100K

((7,940 Providers) x (3 Hours) = (23,820Hours)) - (Providers who would have reported before 5,810 x 1 hour) = 18,010 Hours

Provider Payments $100K-$500K

((10,087 Providers) x (8 Hours) = (80,696 Hours)) - (Providers who would have reported before 16,525 x 1 hour) = 64,171 Hours

Provider Payments over $500K,

((1,935 Providers) x (16 Hours) = (30,960 Hours)) - (Providers who would have reported before 1,602 x 1 hour) = 29,358 Hours

Total Number of Providers 19,962; Total Burden Hours = 111,539

Average Burden Hours for Reporting Period 3 =

(Total Burden Hours = 111,539) ÷ (Total # of Providers 19,962) = **5.59 Average Burden Hours per Response (Period 3)**

**4th Reporting Period\***

\*Burden hour is reduced by 1 hour to account for system familiarity and auto-populated values of previously reported data.

Provider Payments $10K-$100K

((26,500 Providers) x (3 Hours) = (79,500 Hours)) - (Providers who would have reported before 19,875 x 1 hour) = 59,625 Hours

Provider Payments $100K-$500K

((11,500 Providers) x (8 Hours) = (92,000 Hours)) - (Providers who would have reported before 8,625 x 1 hour) = 83,375 Hours

Provider Payments over $500K,

((2,700 Providers) x (16 Hours) = (43,200 Hours)) - (Providers who would have reported before 2,025 x 1 hour) = 41,175 Hours

Total Number of Providers 40,700; Total Burden Hours = 184,175

Average Burden Hours for Reporting Period 4 =

(Total Burden Hours = 184,175) ÷ (Total # of Providers 40,700) = **4.53 Average Burden Hours per Response (Period 4)**

**Estimated Annualized Burden Costs**

Provider Payments $10K-$100K (Administrative Assistant)

Reporting Period 1 – 257,952 Hours

Reporting Period 2 – 241,651 Hours

Reporting Period 3 – 18,010 Hours

Reporting Period 4 – 59,625 Hours

Total 577,238 Hours

Provider Payments $100K-$500+K (Accountant)

Reporting Period 1 – 447,712 Hours

Reporting Period 2 – 266,834 Hours

Reporting Period 3 – 93,529 Hours

Reporting Period 4 – 124,550 Hours

Total 932,625 Hours

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Type of**  **Respondent** | **Total Burden**  **Hours** | **Hourly**  **Wage Rate** | **Total Respondent Costs** | **X2 for employer overhead and fringe benefits** |
| Administrative Representative | 577,238 | $19.71/hour | $11,377,361 | $22,754,722 |
| Accountant | 932,625 | $35.37/hour | $32,986,946 | $65,973,893 |
| Total | 1,509,863 |  | $44,364,307 | $88,728,615 |

The annualized burden costs for recipients reflects current Bureau of Labor Statistics data (September 2020) and are doubled to account for employer overhead and fringe benefits.