

Source: CHIA

# NURSING FACILITIES COST REPORT DEPLOYMENT UPDATE JUNE 29, 2020

---

Good afternoon,

The 2019 HCF-1 (nursing facility), the new REA-CR (the realty company) and the MGT-CR (management company / central office) cost reports and associated instructions and user manuals are now available for submission on the Center for Health Information and Analysis' (CHIA's) website at [Information for Data Submitters: Nursing Facility Cost Reports](#) where you will find links to CHIA's INET for the HCF-1 and CHIA Submissions for the REA-CR and MGT-CR.

All cost reports are due on **Tuesday, September 15, 2020**. No extensions will be granted.

We are pleased to announce the availability of CHIA's newest nursing facility cost report, the REA-CR, Realty Company Cost Report. This new cost report is the second product in our ongoing development project to modernize our current cost report intake, storage, and reporting system for long term care facilities. Our goal, upon completion of this project, is to create a more efficient and streamlined cost report submission process and data storage solution for all long term care facilities and their realty and management companies. Tangible benefits you will experience upon our completion of this project include:

- A cost report reporting tool that is easy to use;
- Reduced duplicative reporting within and between cost reports;
- Quality and validation checks that allow you to ensure accurate and balanced submissions within cost reports;
- Ability to electronically attest to the accuracy of your cost report submissions;
- Ease of uploading additional cost report documentation, such as financial statements or related party information;
- Ability to correct or resubmit cost reports electronically; and
- Increased ability to access NF cost report data to further enhance transparency.

Here are some details on the new REA-CR:

- The Realty Company Cost Report (REA-CR), previously called HCF-2, has been deployed on CHIA Submissions. The REA-CR has been reformatted for your 2019 filing. You can log in to CHIA Submissions at <https://chiasubmissions.chia.state.ma.us/>.

- CHIA will host a webinar to review the new REA-CR in mid-July. CHIA will notify you separately of the date and time of this webinar and how you can register.
- In order to submit the new REA-CR, you must have completed and returned CHIA Submission and Ownership Forms for each 2019 nursing facility that you are expecting to file a realty company cost report. Each nursing facility must also file a Non-Confidential Data Security Agreement. If you have not submitted the ownership forms or data security agreement, please do so as soon as possible. You will not have access to the REA-CR in CHIA Submissions until these forms are received. These forms are available at <https://www.chiamass.gov/nf-cost-reports>.
- Some account numbers used in the new REA-CR have changed from previous years' HCF-2. Please refer to the account crosswalk at <https://www.chiamass.gov/nf-cost-reports>.

For now, you will continue to file all other cost reports in a similar manner as last year. Below, are links to access the submission portals for these reports:

- The HCF-1 Nursing Facility Cost Report can be completed on CHIA-INET at: <https://inet.chia.state.ma.us/inetn/Login.aspx>.
- The MGT-CR, Management Company Cost Report, is available for completion on CHIA Submissions at: <https://chiasubmissions.chia.state.ma.us/>.

Please note: If you are already a registered for CHIA INET, you do not need to submit a new user agreement.

### **Questions**

If you have any questions about cost reporting, please call CHIA's Cost Report Help Desk at (617) 701-8297 or email [CHIAcostreports.LTCF@state.ma.us](mailto:CHIAcostreports.LTCF@state.ma.us).

Thank you.

---