



# The Administrator's **Advocate**

February 2016

Volume XVII, Issue 2



## SAVE THE DATE

**March 9-10, 2016 INHAA Conference**

**“WHAT’S IN THE FUTURE?”**

Par-A-Dice Hotel in East Peoria

Hear from the experts - What will 2016 bring?

- Challenges for the Future with Managed Care
- Relationship between the IMPACT Act of 2014 and Recent Value Based Pricing Statute
- Legal Liabilities and Expected Future Malpractice Targets
- Nurse Practice Act, Its Effect on LTC and Needed Revisions in 2017
- Readmissions Due to Dysphasia and New Diagnostic Procedures
- Meeting Present Leadership Challenges Before Moving Forward

[CLICK HERE FOR BROCHURE & REGISTRATION](#)

### **BRING A NON-MEMBER ADMINISTRATOR TO A CONFERENCE FOR FREE**

Are you a member in good standing of INHAA for the past ten years? If you are, you are invited to bring a fellow non-member administrator with you to a conference next year for free. INHAA invites you to share your experience as an INHAA member with administrators who have not yet attended an INHAA conference.

### **MARGEL PEDDICORD'S LATEST BENCHMARK COST AND STAFF ANALYSIS**

Each year, Margel Peddicord provides an average cost and wage profile based on the most recent Medicaid cost reports, which in this case is 2014 (which were turned in to HFS earlier this year). These profiles cover average facility cost and staffing data from the cost reports for all Medicaid facilities in the state, and are separately analyzed by geographic regions (HSAs). Mr. Peddicord's annual analysis provides an excellent benchmark with which to measure and compare your own facility's average costs, staffing and wages. Mr. Peddicord also provides the following caution regarding his average benchmark analysis:

*The data in the reports was prepared from 2014 unaudited Medicaid cost report data that was submitted to HFS by essentially all nursing facilities in the HSA region. This includes large and small, urban and rural; for-profit and non-profit; successful and not successful facilities with various levels of Medicare, Medicaid and private pay census. Additionally, these facilities have a wide range of average acuity. Accordingly, your facility may not be reasonably comparable to the median or average data in these reports. When I prepare a Benchmark*

*Analysis for a specific facility, I select successful facilities with similar acuity, size, locations, Medicare utilization, etc. Please contact me at 618-315-6242 or [margelpeddicord@gmail.com](mailto:margelpeddicord@gmail.com) if you have any questions. Margel Peddicord's reports are [linked here](#).*

## **INFORMATION FROM CMS**

### ***PROVIDER NOTICE ISSUED 02/09/16 - REQUIREMENT FOR PROVIDERS TO SUBMIT MONTHLY BILLING FOR REIMBURSEMENT PURPOSES - EFFECTIVE JULY 1, 2016***

According to the notice, A March 18, 2015 notice entitled [Monthly Billing Requirement](#) requires certain long term care providers to submit monthly billings for reimbursement purposes.

Healthcare and Family Services (HFS) will be implementing this process for all Nursing Facilities and Supportive Living Program providers beginning July 1, 2016. This billing process will follow the UB04 and 837I Implementation guidelines.

Providers or their billing agents will be required to electronically submit monthly claims for dates of service beginning July 1, 2016, using Health Insurance Portability and Accountability Act (HIPAA)-compliant 837I Institutional Health Care Claim. **Paper claims will not be accepted.**

Other changes include:

- *Pre-payment reports will no longer be generated for service periods after June 30, 2016.*
- *Bed reserves must be reported on the monthly claim. Providers will no longer be required to report bed reserves through the LTC EDI transactions for dates of service after June 30, 2016. However, resident admissions, income changes, and discharges should continue to be entered using [MEDI](#) or one of the EDI (formerly referred to as REV) vendors.*
- *Incorrect billings due to changes in recipient information, such as patient credit changes, will require providers to submit [Form HFS 2249, Adjustment](#) to void a claim. Once the void has been processed providers must submit a new claim with corrected information for payment consideration. Adjustments for rate changes will continue to be completed by HFS.*

The billing system currently in place for providers to access and process claims will not change until the new billing process is fully implemented. Claims for dates of service prior to July 1, 2016 will continue to be generated and facilities must continue to meet all requirements of timely submittal through MEDI or EDI vendor. To see the entire notice got to:

<http://www.illinois.gov/hfs/MedicalProviders/notices/Pages/prn160209a.aspx>

### ***EXTENDED SYSTEMS MAINTENANCE ON QIES***

There will be an extended QIES downtime begins on Wednesday March 16, 2016 at 8:00 p.m. EST and ends Monday, March 21, 2016 at 11:59 p.m. EST. All QIES systems will be down during this time. Users will not be able to connect to any QIES systems including the submissions systems and CASPER Reporting. Please plan your business needs around this downtime. If you have any questions concerning this downtime, please contact the QTSO help desk at 800-339-9313.

## **STAFFING DATA SUBMISSION REMINDER**

Electronic submission of staffing data through the Payroll-Based Journal (PBJ) is required of all Long Term Care Facilities in 2016. ALL nursing homes will need to register to submit data in order to meet this requirement and maintain compliance. Please follow the below instructions to register:

- **Step 1:** Obtain a CMSNet User ID for PBJ Individual, Corporate and Third Party users, if you don't already have one for other QIES applications (<https://www.qtso.com/cmsnet.html>) (many users may already have this access for MDS submission).
- **Step 2:** Obtain a PBJ QIES Provider ID for CASPER Reporting and **PBJ system access** ([https://mds.qiesnet.org/mds\\_home.html](https://mds.qiesnet.org/mds_home.html))
- **Training:** PBJ Training Modules for an introduction to the PBJ system and step by step registration instruction are available on QTSO e-University, select the PBJ option <https://www.qtso.com/webex/qiesclasses.php>

More information is available on the PBJ website. <https://www.cms.gov/Medicare/Quality-Initiatives-Patient-Assessment-Instruments/NursingHomeQualityInits/Staffing-Data-Submission-PBJ.html>

## **MARK YOUR CALENDARS FOR ALL THE 2016 INHAA EVENTS**

March 9-10, 2016 at the Par-A-Dice Hotel in East Peoria (Brochure coming soon)

June 8-9, 2016 at the Chateau in Bloomington

August 3-4, 2016 at the Par-A-Dice Hotel in East Peoria

November 2-3, 2016 Convention and Trade Show at the Crowne Plaza in Springfield

## **EMPLOYMENT ALLEY**

### **Chief Financial Officer/Associate Administrator**

Good Samaritan Home of Quincy

Description: Good Samaritan Home of Quincy (GSHQ), located in Quincy, IL, is a premier not-for-profit, continuing care retirement community. Sitting on a 40-acre campus, this nearly 60 year-old, recently remodeled and repositioned campus, is home to more than 420 residents and a staff of more than 360.

As a resident-driven community, the Board of Directors is currently seeking a Chief Financial Officer/Associate Administrator of the organization. The successful candidate will be responsible for supporting the CEO/Administrator in overall management, profitability, operations, and directions in all aspects, and, as the Chief Financial Officer, to administer and direct the accounting operations of the facility in accordance with all current federal, state, and local standards, guidelines, and regulations that govern long-term care facilities.

Requirements: The qualified individual must be able to work in a fast-paced, team-oriented environment to ensure the highest quality of care is consistently provided to residents. This individual will have extensive operations experience (3 years+), past success in survey compliance, management of accounts, P & L, budgeting, and team development. GSHQ will require this person to be a Certified Public Accountant and would prefer an individual with an Illinois Nursing Home Administrator license (or plans for completion within 2 years). The successful candidate should have had a minimum of two (2) years of managerial experience and successful leadership experience within a high quality, service oriented retirement and health care setting. This is an outstanding leadership opportunity to envision and implement the

future direction of aging services in the region and to continue to build upon the organization's outstanding reputation.

Please send resume, recommendations and salary expectations to: Michael P. Duffy, CEO/Administrator, Good Samaritan Home of Quincy, 2130 Harrison Street, Quincy, IL 62301 or email to [mike.duffy@gshq.org](mailto:mike.duffy@gshq.org)

### **Administrator**

Our 5-star facility has a rewarding opportunity for an experienced Administrator or an RN with 5 years previous management experience awaits. This individual must have proven leadership abilities in team building, customer service, best practices and the ability to adapt to the changing senior care profession. We are a Medicare-certified facility and we are quality oriented, well respected and well established. If you possess strong interpersonal skills to lead employees, deliver customer service effectively, and enjoy the many opportunities of today's Post-Acute Care field, please send resume to: P.O. Box 3188, Bloomington, IL, 61702-3188 Attn: Admin Position

### **Administrator**

Administrator: Southern Illinois, Not for Profit, Long Term Care facility is looking for a dynamic Administrator to take the facility to its next level. Must be results orientated with a bias for action, ability to make independent decisions, a good communicator with proven financial success. A current Illinois Licensed Nursing Home Administration license is required as well as a minimum of three years experience in LTC management. We offer a competitive salary and benefits package. For more information contact or email your resume to:

[KAbel.co@christianhomes.org](mailto:KAbel.co@christianhomes.org)

### **Administrator**

Mendota Lutheran Home is looking for an innovative, energetic, and professional Nursing Home Administrator for our independent, nonprofit nursing home.

- Bachelor's degree in health care administration, business administration, management, finance, or a medical specialty.
- Current Illinois state Nursing Home Administrator license.
- Three years' experience as a Licensed Nursing Home Administrator

Please send resume and references to Emily Beatty at [ebeatty@mlh500.com](mailto:ebeatty@mlh500.com).

***Employment Alley is published monthly for members and business members. The cost for non-members is \$30 a month - \$50 for two months - \$70 for three months. A business member listing is \$25 for one month - \$40 for two months - \$55 for three months. Send your approximate 55-word ad and payment to INHAA, PO Box 483, North Aurora, IL 60542 or fax it to 708-248-8078. For further information, call Susan Gardiner at 708-800-6161.***

### **CONTACTING THE INHAA OFFICE**

Illinois Nursing Home Administrator Association Office

P.O. Box 483, North Aurora, Illinois 60542

Phone: 708-800-6161 Fax: 708-248-8078 Email: [sgardiner@inhaa.org](mailto:sgardiner@inhaa.org)

Association Coordinator: Susan Gardiner



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**877-690-6860**  
[nhrma.com](http://nhrma.com)