



# Oregon

Kate Brown, Governor

## Department of Human Services

*Aging & People with Disabilities*

*Nursing Facility Licensing*

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### Information Memorandum

Nursing Facility Providers

IM-16-25-NF

**Date:** October 10, 2016  
**From:** DHS Aging & People with Disabilities - Nursing Facility Licensing  
**Subject:** Medicaid Nursing Facility Financial Statements (NFFS) due October 31, 2016

Dear Interested Nursing Facility Staff,

**Please disregard if you have already emailed in your facility's Nursing Facility Financial Statement (NFFS).** The purpose of this alert is to remind all Nursing Facilities of their reporting requirements for the fiscal year ending June 30, 2016. All reports are due by **October 31, 2016**, and must be postmarked on or before the due date to be considered timely and not assess a penalty (OAR 411-070-0300 2(b)). **Please note: Extensions will not be granted.**

All forms are available on the Aging and People with Disabilities website. Please use the form on the web for the most recent version. **Older versions will not be accepted.** These forms can be downloaded from the following link: <http://www.oregon.gov/DHS/PROVIDERS-PARTNERS/LICENSING/NFLU/Pages/provider-forms.aspx>.

All Medicaid-contracted nursing facilities with at least 1,000 Medicaid bed days must complete, as appropriate:

- DHS 0035, Nursing Facility Financial Statement – Nursing Facilities;
- DHS 0035A, Nursing Facility Financial Statement – Hospitals.

Non-Medicaid contracted facilities or facilities with fewer than 1,000 Medicaid resident days during a twelve-month reporting period must complete:

- Revenue Statement – Non-contracted Nursing Facilities

Please reference Oregon Administrative Rules 411-070-0000 through 411-070-0470 as you prepare your NFFS. Completed NFFS and cover sheets can be submitted to [Cost.REPORTS-05@dhsosha.state.or.us](mailto:Cost.REPORTS-05@dhsosha.state.or.us). You can also contact Cindy Susee at [Cynthia.susee@dhsosha.state.or.us](mailto:Cynthia.susee@dhsosha.state.or.us) or 503-945-6448 if you have questions.

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