

Department of Community Health  
Fair Rental Value System  
Initial Start Up and Fair Rental Value (FRV) Reimbursement Form  
Instructions

This form should be completed during the initial start up of the Fair Rental Value System (FRV) and in each instance where a facility adds or completes renovation/construction projects which exceed \$500 per licensed bed at the time the project is completed.

**Submitting the Form:**

This form **must be submitted** to the Department of Community Health **after** the Bed Addition or Renovation/Construction Project is complete.

After completing the forms, save the file and submit an electronic copy to [FRVS@dch.ga.gov](mailto:FRVS@dch.ga.gov) **and** mail one hard copy along with **all** supporting documentation to:

Darryl C. Threat, Program Manager  
Department of Community Health  
Nursing Home Reimbursement Services  
2 Peachtree Street, N.W.  
39<sup>th</sup> Floor  
Atlanta, Ga. 30303

## **General Policy Clarifications for all FRV Project Types**

There are two distinct project types. They are Bed Additions and Renovations/Construction projects. Only one type of project can be claimed for a reporting period.

## **Instructions for Completing the Report**

The report is made up of four parts:

**Part I:** Contact Information

**Part II:** Facility Information

**Part III:** Bed Additions and Replacements

**Part IV:** Renovation/Construction Project

### **Part I – Facility Information**

In this section, the owner/officer and preparer certify the reported information is true and accurate with his/her signatures. Complete the contact information for the owner/officer and the preparer at the bottom of the schedule.

### **Part II – Facility Construction, Bed, and Square Footage Information**

In this section, current information is entered regarding the facility, such as, year of initial construction, number of licensed beds for nursing facility and non-nursing facility and square footage for nursing facility and non-nursing facility.

Supporting documentation must be submitted with the form to verify information recorded in this section. Acceptable documentation includes, but is not limited to, Nursing Home License, Certificate of Occupancy, Approved County/City Records, Blueprints, and Approved Certificate of Need (CON) documentation.

### **Part III – Bed Additions**

In this section, information is entered to record bed additions that have been completed.

Supporting documentation must be submitted with the form to verify information recorded in this section. Acceptable documentation includes, but is not limited to, Nursing Home License and Approved Certificate of Need (CON) documentation.

### **Part IV – Renovation/Construction Project**

In this section, information is entered for any renovation/construction project completed over a 12 month period that meets the definition found in Section 1000 of the Nursing Home Reimbursement Manual, which states,

“A Renovation Construction Project shall mean a capital expenditure (as defined in Section (N)(4)(a)) that exceeds \$500 per existing licensed bed:

- (a) Allowable capital expenditures include the costs of buildings, machinery, fixtures, and fixed equipment constituting any New Construction Project as referenced in paragraph 4, above. The exception to this requirement is for certain moveable equipment that are determined to be energy savings or environmentally beneficial. These items may include telemedicine terminals, solar panels, tankless water heaters, and low flow toilets. Capital expenditures are asset acquisitions that meet the criteria of § 108.1 of the Provider Reimbursement Manual (CMS-15-1) or are betterments or improvements which meet the criteria of § 108.2 of the Provider Reimbursement Manual (CMS-15-1) or which materially (a) expand the capacity, (b) reduce the operating and maintenance costs, (c) significantly improve safety, or (d) promote energy conservation.”

Supporting documentation must be submitted with the form to verify information recorded in this section. Acceptable documentation includes, but is not limited to, Fixed Asset Schedules\*, Invoices, Appraisal, Construction Contract, and Approved Certificate of Need (CON) documentation.

\* Note: Fixed Asset Schedules will serve as sufficient documentation for projects completed **prior to** 1995.