



MEMORANDUM

Date: August 29, 2014

To: Chief Executive Officer  
Chief Financial Officer

From: John Upchurch  
Director, Reimbursement Services  
Division of Financial Management

Subject: FY 2015 Disproportionate Share Hospital (DSH) Data Survey

BY ELECTRONIC MAIL

As required by federal guidelines, the Department will use updated source data to determine a hospital's eligibility to receive funds from the Disproportionate Share Hospital (DSH) and Upper Payment Limit (UPL) programs for State Fiscal Year 2015. While some required data elements may be available from the Department's records or from hospital cost reports, other data elements can only be obtained by survey. The "ICTF/DSH Survey" form is now available for use in collecting data regarding hospital fiscal years ending (FYE) in 2013.

**SURVEY INSTRUCTIONS:**

A blank copy of the survey can be obtained from the Department's web site at [www.dch.georgia.gov](http://www.dch.georgia.gov) by selecting links for "Providers," "Provider Types," "Hospital Providers" and "Indigent Care Trust Fund." Please note the survey is broken down into two parts and both parts must be completed. To assist in the completion of the survey, hospital-specific surveys containing HCRIS data will be emailed to the hospital contacts if HCRIS data is available for the cost reporting period. These surveys can be used if the hospital completes the survey using the Medicare version of its cost report. Instructions about how to submit the completed form can be found on a tab in the survey file. FYE 2013 Hospital Statistical & Reimbursement (HS&R) reports are available at the bottom of the website location referenced above. Hospitals have the option of requesting CMO HS&Rs from the CMOs directly or they may use self-reported CMO HS&R data. Medicare/Medicaid crossover and CMO paid claims data will be emailed to hospitals in early September. Hospitals using internal data for crossovers must reconcile its internal data with the paid claims data. If no reconciliation is provided, the paid claims data will be utilized. The FY 2015 survey contains historical information linked to your hospital's facility name such as ownership status and Medicare and Medicaid provider number. **Please verify this information is**

Memorandum FY 2015 DSH Data Survey

August 29, 2014

Page 2

**correct when completing the survey.** If this information is incorrect or has changed during the year, please make a note on the survey.

**Last date to submit the survey is October 17, 2014.**

Please note that a hospital **must** submit a completed ICTF/DSH Survey **in order to be eligible** for consideration to receive available DSH funds.

If you have any questions during the completion of the surveys, please contact Myers & Stauffer at (800)374-6858 and indicate that you have a Georgia DSH question. If you prefer e-mailing your questions, you can contact Myers and Stauffer by e-mail at [gadsh@mslc.com](mailto:gadsh@mslc.com).

If you have any questions about this notice, please contact Annetta Smith, Program Director for Supplemental Reimbursement, at (404) 463-6669.