



## OPERATIONAL MEMO

---

<b>TITLE:</b>	<b>INSTRUCTIONS FOR REPORTING NURSING FACILITY MINIMUM WAGE SUPPLEMENTAL PAYMENTS ON THE MED-13 COST REPORT</b>
<b>SUPERSEDES NUMBER:</b>	N/A
<b>EFFECTIVE DATE:</b>	MAY 26, 2022
<b>DIVISION AND OFFICE:</b>	COMMUNITY LIVING OFFICE
<b>PROGRAM AREA:</b>	NURSING FACILITIES
<b>KEY WORDS:</b>	NURSING FACILITIES, NF, SNF, COST REPORT, MED-13, MINIMUM WAGE
<b>OPERATIONAL MEMO NUMBER: HCPF OM 22-028</b>	
<b>ISSUE DATE: MAY 26, 2022</b>	
<b>APPROVED BY: COLIN LAUGHLIN</b>	

---

*HCPF Memo Series can be accessed online: <https://www.colorado.gov/hcpf/memo-series>*

### **Purpose and Audience:**

The purpose of this Operational Memo is to provide nursing facilities and cost report preparers instructions on how to report revenues received through local minimum wage supplemental payment as authorized by House Bill 19-1210 on the Med-13 Cost report.

### **Information:**

House Bill 19-1210 codified CRS 25.5-6-208 authorizing additional supplemental nursing home payments to facilities affected by changes in minimum wage implemented by local governments. The bill also required that payments received be offset on the Med-13 cost report (CRS 25.5-6-208(6)).

After reviewing wage records submitted to qualify for these supplemental payments the Department of Health Care Policy & Financing (the Department) has determined that revenues received should be reported and offset in full against costs in the Administrative & General expense cost center, specifically, Schedule C, Line 35, Administrative Personnel

Facilities may calculate a more tailored offset to all Administrative & General wage cost centers based on reported Schedule C, Column 6 wages as listed below. Note that either offset method will be accepted, but the Department will not provide a breakdown by position for funds received:

- Line 35, Administrative Personnel
- Line 43, Dietary (Not Food)
- Line 44, Laundry & Housekeeping: Personnel
- Line 47, Plant Operations: Personnel

**Department Contact:**

Richard Clark

[Richard.Clark@state.co.us](mailto:Richard.Clark@state.co.us)